

**Maine Township Town Hall**  
**1700 Ballard Road Park Ridge, IL 60068**  
Tuesday, February 23, 2021

**Township Board Meeting - AGENDA**

This meeting will be conducted by audio or video conference without a physically present quorum of the Maine Township Board because of a disaster declaration related to COVID-19 public health concerns affecting the Township, pursuant to Senate Bill 2135. The Township Supervisor has determined that an in-person meeting at the Township building with all participants is not practical or prudent because of the disaster. Township officials and legal counsel will not be physically present at the Township building, if that is unfeasible due to the disaster. Physical public attendance at the Township building may be limited or not feasible, so alternative arrangements for public access to hear the meeting are available here: is <https://us02web.zoom.us/j/85880750238> . To obtain password to connect to this meeting, please call Richard Lyon at 224-257-4869 prior to 6:00 p.m. on February 23, 2021. The meeting will also be audio or video recorded and made available to the public, as provided by law.

**Bill Review/6:30**

- Review of General Assistance, Town Fund, and Road District Expenditures.

**Call Regular Meeting to Order/7:30**

**Pledge of Allegiance**

**Roll Call**

**Discussion and Potential Action on the Following Items:**

1. Approval of Minutes of January 26, 2021 Bill Pay Review
2. Approval of Minutes of January 26, 2021 Board Meeting
3. Approval of General Assistance Expenditures
4. Approval of Road District Expenditures
5. Approval of General Town Fund Expenditures
6. Personnel
  - Discussion and Vote/Deputy Clerk/Part-Time Position
7. Public Participation
8. New Business
  - Discussion and Vote on Seamless Docs Subscription
  - Discussion and Vote on Landscaping Contract
  - Discussion and Vote of Continuing Resolution 2021-2 & 2021-RB-1
  - Discussion on Fiscal Year 2021-22 Preliminary Budget for TF/GA/R&B
9. Public Participation
10. Old Business
  - Discussion and Vote on 6-month Extension for Republic Services Proposal/Present RFP for Waste Hauler Company
  - Discussion and Vote to Abate Property Taxes as Presented by Trustee Sweeney
11. Closed Session
  - Pending Litigation - 5 ILCS 120/2(c)(11)
12. Officials' Reports
13. Adjournment



## ADMINISTRATOR'S REPORT

**Date: February, 2021**

**To: All Elected Officials**

**From: Dayna Berman, Administrator**

I met with the department heads this month to review revenue and expenditure line items. With the COVID-19 pandemic, this year was not representative of our average spending; therefore we took a look at actuals from fiscal year 2019-20. I am including a worksheet and draft budget for your review.

A Request for Proposal (RFP) for Solid Waste Collection & Recycling Services has been posted in the local newspaper as well as on our website. We are asking for waste hauler companies to submit their proposals by March 16, 2021. We are looking at a start date of October 1, 2021 once the 6-month contract extension with Republic Services expires.

Our OEM (Office of Emergency Management) department is no longer checking temperatures at the front entrance of the building. We purchased a standing thermometer where employees now can check their own temperatures. These devices are quite reliable and allows a cost savings for the township.

I have asked staff to submit articles/photos for our Winter/Spring edition of the Mainely News. I am hoping to have the newsletter mailed to our residents by the end of March or early April.

Residents, churches, schools, etc. continue to be extremely generous with food donations. We receive donations almost on a daily basis. We cannot thank the community enough for their generosity and kindness.

I continue to review departmental programs with department heads and assess those programs which are continuing to benefit our residents and/or look at those which residents are most interested in signing up to participate in. With the COVID pandemic still occurring, it is necessary to consistently evaluate all events.

We said goodbye to long-time employee Roz Luburich who was a deputy clerk in our Clerk's department for 16 years. We wish Roz a long and enjoyable retirement!



MOTION TO APPROVE PAYROLL FOR PAYDATES OF FEBRUARY 5, 2021  
AND FEBRUARY 19, 2021 AND ROAD DISTRICT CHECKS #21698  
THROUGH CHECK #21734 IN THE AMOUNT OF \$135,289.24.

**Maine Township Road & Bridge Fund**  
**FEBRUARY 2021**

| <u>Check #</u> | <u>Date</u> | <u>Name</u>                       | <u>Description</u>                    | <u>Amount</u> |
|----------------|-------------|-----------------------------------|---------------------------------------|---------------|
| 21698          | Feb 1       | Blue Cross Blue Shield of IL      | Health Insurance - February 2021      | 7,484.52      |
| 21699          | Feb 1       | Metropolitan Life Ins Co          | Dental,Life & AD&D Ins - Feb 2021     | 376.39        |
| 21700          | Feb 1       | VSP of Illinois, NFP              | VSP Vol Vision Insurance - Feb 2021   | 25.46         |
| 21701          | Feb 1       | Security Benefit                  | Deferred Comp - 1/22/2021             | 325.00        |
| Wire           | Feb 5       | Federal Electronic Payroll System | Federal Taxes                         | 6,349.10      |
| Wire           | Feb 5       | Illinois Department of Revenue    | State Taxes                           | 1,028.27      |
| S/C            | Feb 5       | Paychex                           | Service Fee                           | 169.35        |
| Dir.Deposit    | Feb 5       | Richard A Brandes                 | Payroll Check                         | 2,948.68      |
| Dir.Deposit    | Feb 5       | Peter Douvalakis                  | Payroll Check                         | 4,341.00      |
| Dir.Deposit    | Feb 5       | Dawne Scheel Hayman               | Payroll Check                         | 1,622.83      |
| Dir.Deposit    | Feb 5       | Peter A Jimenez                   | Payroll Check                         | 2,733.01      |
| Dir.Deposit    | Feb 5       | Justin E Mac Intyre               | Payroll Check                         | 3,369.93      |
| Wire           | Feb 9       | IMRF                              | Illinois Municipal Retirement Fund    | 6,363.47      |
| 21702          | Feb 10      | Comed - Street Lighting           | Street Lighting from 11/11-12/14/2020 | 4,634.49      |
| 21703          | Feb 10      | Nicor Gas                         | Service at Garage 12/16/20-1/17/2021  | 641.32        |
| 21704          | Feb 10      | Security Benefit                  | Deferred Comp - 2/5/2021              | 325.00        |
| 21705          | Feb 17      | A T & T                           | Telephone & Communications            | 62.82         |
| 21706          | Feb 17      | Comed - Street Lighting           | Street Lighting - 12/14/20-1/15/2021  | 4,297.94      |
| 21707          | Feb 17      | Comed - Traffic Signals           | Traffic Signals - 12/22/20-1/25/2021  | 48.85         |
| 21708          | Feb 17      | Verizon Wireless                  | Telephone & Communications            | 238.84        |
| Wire           | Feb 19      | Federal Electronic Payroll System | Federal Taxes                         | 6,648.01      |
| Wire           | Feb 19      | Illinois Department of Revenue    | State Taxes                           | 1,065.69      |
| S/C            | Feb 19      | Paychex                           | Service Fee                           | 169.35        |
| Dir.Deposit    | Feb 19      | Richard A Brandes                 | Payroll Check                         | 3,269.03      |
| Dir.Deposit    | Feb 19      | Peter Douvalakis                  | Payroll Check                         | 4,374.74      |
| Dir.Deposit    | Feb 19      | Dawne Scheel Hayman               | Payroll Check                         | 1,622.83      |
| Dir.Deposit    | Feb 19      | Peter A Jimenez                   | Payroll Check                         | 2,775.36      |
| Dir.Deposit    | Feb 19      | Justin E Mac Intyre               | Payroll Check                         | 3,453.05      |
| 21709          | Feb 23      | Addison Auto Interiors            | Equipment Maintenance                 | 495.00        |
| 21710          | Feb 23      | American Welding                  | Equipment Maintenance                 | 427.20        |
| 21711          | Feb 23      | Bonnell Industries, Inc.          | Equipment Supplies & Parts            | 241.05        |
| 21712          | Feb 23      | Brandes, Richard                  | Telephone & Communications            | 25.00         |
| 21713          | Feb 23      | Burns Industrial Supply           | Small Tools & Equipment               | 72.35         |
| 21714          | Feb 23      | Cargill, Inc.                     | Supplies - Snow Removal               | 28,460.98     |
| 21715          | Feb 23      | Conserv FS., Inc.                 | Gasoline & Oil                        | 1,530.63      |
| 21716          | Feb 23      | Domestic Uniform Rental           | Building                              | 95.52         |
| 21717          | Feb 23      | Douvalakis, Peter                 | Business Use of Personal Phone        | 50.00         |
| 21718          | Feb 23      | Golf Mill Ford                    | Equipment Maintenance                 | 981.31        |
| 21719          | Feb 23      | Grainger, Inc.                    | Building Operating Supplies           | 26.80         |
| 21720          | Feb 23      | Capital One Commercial            | Building Operating Supplies           | 579.48        |
| 21721          | Feb 23      | Robert W. Hendricksen Co          | Tree Removal & Spraying               | 8,400.00      |

|       |        |                                  |                               |                      |
|-------|--------|----------------------------------|-------------------------------|----------------------|
| 21722 | Feb 23 | Home Depot Credit Services       | Building Operating Supplies   | 497.66               |
| 21723 | Feb 23 | Hydraulic Pneumatic Corp.        | Equipment Maintenance         | 1,655.00             |
| 21724 | Feb 23 | Jimenez, Peter                   | Telephone & Communications    | 25.00                |
| 21725 | Feb 23 | Interstate Billing Service, Inc. | Equipment Maintenance         | 4,540.28             |
| 21726 | Feb 23 | MacMunnis, Inc. AAF ComEd        | Offsite Storage               | 2,746.50             |
| 21727 | Feb 23 | MacIntyre, Justing               | Telephone & Communications    | 25.00                |
| 21728 | Feb 23 | Morton Salt, Inc.                | Supplies - Snow Removal       | 6,005.82             |
| 21729 | Feb 23 | Napa Auto Parts-Des Plaines      | Equipment Maintenance         | 51.98                |
| 21730 | Feb 23 | Runco Office Supply              | Office Supplies               | 46.51                |
| 21731 | Feb 23 | Acuity Specialty Products, Inc.  | Building & Operating Supplies | 128.89               |
| 21732 | Feb 23 | Xclusive Concrete, Inc.          | Maintenance of Roads          | 7,275.00             |
| 21733 | Feb 23 | Metro Federal Credit Union       | Highway Commissioner          | 86.95                |
| 21734 | Feb 23 | Metro Federal Credit Union       | Hayman, Postage               | 55.00                |
|       |        |                                  |                               | <b>\$ 135,289.24</b> |

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of February 5, 2021 and February 19, 2021 and Road District Checks # 21698 through Checks #21734 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 23RD DAY OF FEBRUARY, 2021

\_\_\_\_\_  
Supervisor

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF FEBRUARY 5, 2021  
AND FEBRUARY 19, 2021 AND GENERAL TOWN FUND CHECKS #58378  
THROUGH CHECK #58453 IN THE AMOUNT OF \$307,891.24.

**Maine Township General Town Fund**  
**FEBRUARY 2021**

| <u>Check #</u> | <u>Date</u> | <u>Name</u>                       | <u>Description</u>                     | <u>Amount</u> |
|----------------|-------------|-----------------------------------|----------------------------------------|---------------|
| 58378          | Feb 1       | Blue Cross Blue Shield            | February Health Insurance              | 62,460.99     |
| 58379          | Feb 1       | Metropolitan Life Ins. Co.        | February Dental & Life Ins.            | 1,958.84      |
| 58380V         | Feb 1       | VOID                              | Void                                   | -             |
| 58381          | Feb 1       | VSP of Illinois, NFP              | Feb. VSP Voluntary Vision Ins.         | 172.30        |
| 58382          | Feb 1       | NCPERS Group Life Ins.            | IMRF Voluntary Life Ins.               | 80.00         |
| 58383          | Feb 1       | Aflac                             | Aflac                                  | 34.08         |
| 58384          | Feb 1       | Security Benefit                  | Deferred Comp. Contrib. 1/22/21        | 870.00        |
| 58385          | Feb 2       | Republic SVC #551                 | Pick-Up Service 2/1-2/28               | 277.94        |
| 58386          | Feb 2       | Comcast                           | Telecommunications 1/19-2/18           | 336.96        |
| 58387          | Feb 2       | Nicor Gas                         | Commercial Heat 12/16/20-1/17/21       | 201.40        |
| 58388          | Feb 2       | Aqua Illinois, Inc.               | Water & Sewer Service 12/23/21-1/12/21 | 182.57        |
| Wire           | Feb 5       | Federal Electronic Payroll System | Federal Taxes                          | 11,347.41     |
| Wire           | Feb 5       | Illinois Department of Revenue    | State Taxes                            | 2,779.92      |
| S/C            | Feb 5       | Paychex                           | Service Fee                            | 356.05        |
| 3504           | Feb 5       | Susan Moylan Krey                 | Payroll                                | 896.36        |
| 3505           | Feb 5       | Walter Kazmierczak                | Payroll                                | 4,435.71      |
| 3506           | Feb 5       | David A. Carrabotta               | Payroll                                | -             |
| Dir.Deposit    | Feb 5       | Laura J. Morask                   | Payroll                                | 749.34        |
| Dir.Deposit    | Feb 5       | Peter W. Gialamas                 | Payroll                                | 267.30        |
| Dir.Deposit    | Feb 5       | Claire R. McKenzie                | Payroll                                | 370.10        |
| Dir.Deposit    | Feb 5       | Kimberly Jones                    | Payroll                                | 404.91        |
| Dir.Deposit    | Feb 5       | Susan Kelly Sweeney               | Payroll                                | 454.41        |
| Dir.Deposit    | Feb 5       | Carol A. Langan                   | Payroll                                | 1,333.86      |
| Dir.Deposit    | Feb 5       | Dayna E. Berman                   | Payroll                                | 2,707.74      |
| Dir.Deposit    | Feb 5       | Doriene K. Prorak                 | Payroll                                | 1,441.28      |
| Dir.Deposit    | Feb 5       | Dorothy D. Moran                  | Payroll                                | 491.64        |
| Dir.Deposit    | Feb 5       | Jessica M. Fox                    | Payroll                                | 739.86        |
| Dir.Deposit    | Feb 5       | Marty Cook                        | Payroll                                | 427.11        |
| Dir.Deposit    | Feb 5       | Michael A. Samaan                 | Payroll                                | 1,449.23      |
| Dir.Deposit    | Feb 5       | Nader A. Ghazaleh Sr.             | Payroll                                | 1,101.04      |
| Dir.Deposit    | Feb 5       | Nicholas W. Kanehl                | Payroll                                | 902.84        |
| Dir.Deposit    | Feb 5       | Robert M. Carrozza                | Payroll                                | 177.64        |
| Dir.Deposit    | Feb 5       | Ronald R. Bartsch                 | Payroll                                | 97.68         |
| Dir.Deposit    | Feb 5       | Stephen T. Basista                | Payroll                                | 376.03        |
| Dir.Deposit    | Feb 5       | Victoria K. Rizzo                 | Payroll                                | 1,703.40      |
| Dir.Deposit    | Feb 5       | Kelly Stonitsch                   | Payroll                                | 864.81        |
| Dir.Deposit    | Feb 5       | Debra A. Babich                   | Payroll                                | 1,402.08      |
| Dir.Deposit    | Feb 5       | Elizabeth J. Coy                  | Payroll                                | 1,155.55      |
| Dir.Deposit    | Feb 5       | Faris E. Dababneh                 | Payroll                                | 1,056.82      |
| Dir.Deposit    | Feb 5       | Mary Dolores Phillips             | Payroll                                | 639.98        |
| Dir.Deposit    | Feb 5       | Branka Mackic-Aleksic             | Payroll                                | 1,057.58      |
| Dir.Deposit    | Feb 5       | Kristen E. Herdegen               | Payroll                                | 1,236.77      |
| Dir.Deposit    | Feb 5       | Lauren Crisostomo                 | Payroll                                | 1,173.42      |

|             |        |                                   |                                |           |
|-------------|--------|-----------------------------------|--------------------------------|-----------|
| Dir.Deposit | Feb 5  | Naomi J. Bowman                   | Payroll                        | 1,327.50  |
| Dir.Deposit | Feb 5  | Richard D. Lyon                   | Payroll                        | 2,190.13  |
| Dir.Deposit | Feb 5  | Karen A. Cohen                    | Payroll                        | 1,206.77  |
| Dir.Deposit | Feb 5  | Marie C. Dachniwsky               | Payroll                        | 1,449.60  |
| Dir.Deposit | Feb 5  | Monika Jaroszewicz                | Payroll                        | 1,342.18  |
| Dir.Deposit | Feb 5  | Oksana T. Bukaczyk                | Payroll                        | 1,147.37  |
| Dir.Deposit | Feb 5  | Therese A. Tully                  | Payroll                        | 1,523.18  |
| Dir.Deposit | Feb 5  | Catherine Fredericksen            | Payroll                        | 411.57    |
| Dir.Deposit | Feb 5  | Rosalind Luburich                 | Payroll                        | 491.16    |
| Dir.Deposit | Feb 5  | Wieslawa Tytko                    | Payroll                        | 1,650.82  |
| Dir.Deposit | Feb 5  | John Bennett                      | Payroll                        | 117.74    |
| Wire        | Feb 9  | IMRF                              | IL Municipal Retirement Fund   | 21,310.28 |
| 58389       | Feb 10 | Security Benefit                  | Deferred Comp. Contrib. 2/5/21 | 870.00    |
| 58390       | Feb 11 | Judith N. Kolman                  | Electoral Boad Hearings        | 1,350.00  |
| 58391       | Feb 11 | Lexitas                           | Court Reporter Attendance      | 1,360.96  |
| Wire        | Feb 12 | Paychex Time Attendance Fee       | Payroll Administration Fee     | 312.50    |
| 58392       | Feb 17 | Access One, Inc.                  | Pots Lines 2/1-2/28            | 195.54    |
| 58393       | Feb 17 | ComEd                             | OEM Electric Service 1/7-2/5   | 114.14    |
| 58394       | Feb 17 | Verizon Wireless-Admin            | Telecommunications 2/2-3/1     | 150.79    |
| Wire        | Feb 19 | Federal Electronic Payroll System | Federal Taxes                  | 12,556.10 |
| Wire        | Feb 19 | Illinois Department of Revenue    | State Taxes                    | 2,503.63  |
| S/C         | Feb 19 | Paychex                           | Service Fee                    | 333.15    |
| 3507        | Feb 19 | Susan Moylan Krey                 | Payroll                        | 896.36    |
| Dir.Deposit | Feb 19 | Laura J. Morask                   | Payroll                        | 749.34    |
| Dir.Deposit | Feb 19 | Peter W. Gialamas                 | Payroll                        | 267.30    |
| Dir.Deposit | Feb 19 | Carol A. Langan                   | Payroll                        | 1,333.86  |
| Dir.Deposit | Feb 19 | Dayna E. Berman                   | Payroll                        | 2,707.74  |
| Dir.Deposit | Feb 19 | Doriene K. Prorak                 | Payroll                        | 1,441.28  |
| Dir.Deposit | Feb 19 | Dorothy D. Moran                  | Payroll                        | 513.11    |
| Dir.Deposit | Feb 19 | Jessica M. Fox                    | Payroll                        | 863.84    |
| Dir.Deposit | Feb 19 | Marty Cook                        | Payroll                        | 672.58    |
| Dir.Deposit | Feb 19 | Michael A. Samaan                 | Payroll                        | 1,449.23  |
| Dir.Deposit | Feb 19 | Nader A. Ghazaleh Sr.             | Payroll                        | 1,101.04  |
| Dir.Deposit | Feb 19 | Nicholas W. Kanehl                | Payroll                        | 902.84    |
| Dir.Deposit | Feb 19 | Robert M. Carrozza                | Payroll                        | 121.66    |
| Dir.Deposit | Feb 19 | Ronald R. Bartsch                 | Payroll                        | 162.05    |
| Dir.Deposit | Feb 19 | Stephen T. Basista                | Payroll                        | 406.11    |
| Dir.Deposit | Feb 19 | Victoria K. Rizzo                 | Payroll                        | 1,703.40  |
| Dir.Deposit | Feb 19 | Kelly Stonitsch                   | Payroll                        | 915.33    |
| Dir.Deposit | Feb 19 | Debra A. Babich                   | Payroll                        | 1,402.08  |
| Dir.Deposit | Feb 19 | Elizabeth J. Coy                  | Payroll                        | 1,155.55  |
| Dir.Deposit | Feb 19 | Faris E. Dababneh                 | Payroll                        | 1,056.82  |
| Dir.Deposit | Feb 19 | Mary Dolores Phillips             | Payroll                        | 644.18    |
| Dir.Deposit | Feb 19 | Branka Mackic-Aleksic             | Payroll                        | 1,057.58  |
| Dir.Deposit | Feb 19 | Kristen E. Herdeggen              | Payroll                        | 1,494.62  |
| Dir.Deposit | Feb 19 | Lauren Crisostomo                 | Payroll                        | 1,173.42  |
| Dir.Deposit | Feb 19 | Naomi J. Bowman                   | Payroll                        | 1,327.50  |

|             |        |                                 |                                |           |
|-------------|--------|---------------------------------|--------------------------------|-----------|
| Dir.Deposit | Feb 19 | Richard D. Lyon                 | Payroll                        | 2,190.13  |
| Dir.Deposit | Feb 19 | Karen A. Cohen                  | Payroll                        | 1,206.77  |
| Dir.Deposit | Feb 19 | Marie C. Dachniwsky             | Payroll                        | 1,449.60  |
| Dir.Deposit | Feb 19 | Monika Jaroszewicz              | Payroll                        | 1,342.18  |
| Dir.Deposit | Feb 19 | Oksana T. Bukaczyk              | Payroll                        | 1,147.37  |
| Dir.Deposit | Feb 19 | Therese A. Tully                | Payroll                        | 1,523.18  |
| Dir.Deposit | Feb 19 | Catherine Fredericksen          | Payroll                        | 460.56    |
| Dir.Deposit | Feb 19 | Rosalind Luburich               | Payroll                        | 545.07    |
| Dir.Deposit | Feb 19 | Wieslawa Tytko                  | Payroll                        | 1,650.82  |
| Dir.Deposit | Feb 19 | John Bennett                    | Payroll                        | 144.38    |
| 58395       | Feb 23 | American Taxi Dispatch          | 15 MaineLines Vouchers         | 75.00     |
| 58396       | Feb 23 | Anderson Pest Solutions         | February Service               | 96.05     |
| 58397       | Feb 23 | Avenues to Independence         | Grant Payment 10 & 11          | 7,766.33  |
| 58398       | Feb 23 | Barbara Sugden                  | MaineStreamers Special Program | 185.00    |
| 58399       | Feb 23 | Nami-CCNS                       | Grant Payment 4                | 1,055.00  |
| 583400      | Feb 23 | Bennett, John                   | Reimbursement                  | 114.84    |
| 58401       | Feb 23 | Bond, Dickson & Associates, PC  | January IMRF Legal Fees        | 999.00    |
| 58402       | Feb 23 | Northwest Compass, Inc.         | Grant Payment 1 & 2            | 2,900.00  |
| 58403       | Feb 23 | Center for Enriched Living      | Grant Payment 2                | 1,070.00  |
| 58404       | Feb 23 | The Center of Concern           | Grant Payment 11 & 12          | 6,450.00  |
| 58405       | Feb 23 | Children's Advocacy Center      | Grant Payment 4                | 1,015.00  |
| 58406       | Feb 23 | Citywide Printing               | Business Cards                 | 108.00    |
| 58407       | Feb 23 | Comcast Business                | Phone Service 2/1-2/28         | 1,494.81  |
| 58408       | Feb 23 | Cook County Sheriff's           | Police Protection              | 3,800.00  |
| 58409       | Feb 23 | Crossfit-88, Inc.               | Recovery Connection Classes    | 1,600.00  |
| 58410       | Feb 23 | Damiano Diesel Service          | Vehicles Expenses              | 565.72    |
| 58411       | Feb 23 | Dependable Fire Equipment, Inc. | Fire Extinguisher Service      | 311.50    |
| 58412       | Feb 23 | District 63 Education           | Grant Payment 10, 11 & 12      | 4,875.00  |
| 58413       | Feb 23 | Evans, Marshall and Pease, PC   | Bookkeeping Services           | 3,300.00  |
| 58414       | Feb 23 | Feyerherd, Pete                 | AIMS Software-Assessor         | 550.00    |
| 58415       | Feb 23 | Fish                            | Grant Payment 4                | 1,290.00  |
| 58416       | Feb 23 | Garvey's Office Products        | Operating Supplies             | 195.45    |
| 58417       | Feb 23 | Glenkirk                        | Grant Payment 4                | 1,075.00  |
| 58418       | Feb 23 | Graphic Solutions, Inc.         | Print Design Services          | 760.00    |
| 58419       | Feb 23 | The Harbour, Inc.               | Grant Payment 4                | 1,525.00  |
| 58420       | Feb 23 | IL Assessor's Association       | Biennial Dues                  | 50.00     |
| 58421       | Feb 23 | Illinois Search & Rescue        | Annual Membership              | 50.00     |
| 58422       | Feb 23 | The Josselyn Center             | Grant Payment 11 & 12          | 17,300.00 |
| 58423       | Feb 23 | Leyden Family Service           | Grant Payment 11 & 12          | 9,230.00  |
| 58424       | Feb 23 | Life Span                       | Grant Payment 6                | 1,195.00  |
| 58425       | Feb 23 | Quadient Leasing USA, Inc.      | Postage Machine Lease          | 879.81    |
| 58426       | Feb 23 | Maryville Academy (dba) Family  | Grant Payment 6                | 2,190.00  |
| 58427       | Feb 23 | Miracle House, Inc.             | Grant Payment 2                | 2,650.00  |
| 58428       | Feb 23 | Quadient Finance USA, Inc.      | Clerk Passport Postage         | 498.10    |
| 58429       | Feb 23 | Niles Flash Cab                 | 18 MaineLines Vouchers         | 90.00     |
| 58430       | Feb 23 | North Suburban Legal Aid Clinic | Grant Payment 2                | 750.00    |
| 58431       | Feb 23 | NW Suburban Day Care Ctr.       | Grant Payment 12               | 3,587.00  |

|        |        |                            |                           |          |
|--------|--------|----------------------------|---------------------------|----------|
| 58432  | Feb 23 | Older Adult Services       | Grant Payment 4           | 1,325.00 |
| 58433  | Feb 23 | Orchard Village            | Grant Payment 2           | 300.00   |
| 58434  | Feb 23 | Park Ridge Stationers      | Admin-Operating Supplies  | 528.60   |
| 58435  | Feb 23 | Peer Services, Inc.        | Grant Payment 4           | 2,360.00 |
| 58436  | Feb 23 | Resources for Comm Living  | Grant Payment 2           | 500.00   |
| 58437  | Feb 23 | Respiratory Health Assoc.  | Recovery Connection Group | 1,000.00 |
| 58438  | Feb 23 | Robert Girardi             | Special Program           | 50.00    |
| 58439  | Feb 23 | Samaan, Michael            | Reimbursement             | 39.56    |
| 58440  | Feb 23 | Sweeney, Susan K.          | Reimbursement             | 124.00   |
| 58441  | Feb 23 | Turning Point Behavioral   | Grant Payment 11 & 12     | 6,600.00 |
| 58442  | Feb 23 | Tytko, Wiesia-Petty Cash   | Petty Cash                | 105.08   |
| 58443  | Feb 23 | Warehouse Direct           | Computer Tech Support     | 5,349.88 |
| 58444V | Feb 23 | VOID                       | Void                      | -        |
| 58445  | Feb 23 | Willam Pack                | Special Program           | 250.00   |
| 58446  | Feb 23 | Wings                      | Grant Payment 4           | 1,350.00 |
| 58447  | Feb 23 | Metro Federal Credit Union | Administration            | 2,302.97 |
| 58448V | Feb 23 | VOID                       | Void                      | -        |
| 58449  | Feb 23 | Metro Federal Credit Union | Recovery Connection       | 664.01   |
| 58450  | Feb 23 | Metro Federal Credit Union | Assessor                  | 60.35    |
| 58451  | Feb 23 | Metro Federal Credit Union | MaineStay                 | 337.41   |
| 58452  | Feb 23 | Metro Federal Credit Union | Maintenance               | 680.83   |
| 58453  | Feb 23 | Kenneth Young Center       | Grant Payment 2           | 1,050.00 |

**\$ 307,891.24**

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of February 5, 2021 and February 19, 2021 and General Town Fund Checks #58378 through Check #58453 and authorize the Supervisor issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 23RD DAY OF FEBRUARY 2021.

\_\_\_\_\_  
Supervisor

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Trustees



**MEMORANDUM**

To: ELECTED OFFICIALS

cc: Administrator Dayna Berman

From: Clerk Peter Gialamas

Subject: Deputy Clerk Part-Time Position

Date: February 23, 2021

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After reviewing a few job applications and resumes, I would like to hire for the part-time Deputy Clerk position. This position is to replace and fill the afternoon schedule from 1:00 p.m. to 5:00 p.m., Monday through Friday due to Roz Luburich's retirement. I propose the hourly rate of \$15.00 with starting date of March 1, 2021.

Respectfully,

Clerk Peter Gialamas

**Wiesia Tytko**

---

**From:**  
**Sent:** Tuesday, February 2, 2021 8:13 PM  
**To:** wtytko@mainetown.com  
**Subject:** Cover Letter for Open Position of Deputy Clerk

Dear Clerk Peter Gialamas,

I wish to apply for the open part-time position of Deputy Clerk. My background is in dental technology, but back in Poland I have worked in the court house creating incident reports, entering data in a computer, and working with the public. I have a strong work ethic and I can learn the clerical job very quickly.

I look forward to speaking with you regarding my qualifications for this position. I believe I could be a good match for your team.

Thank you so much for your consideration.

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                             |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| EDUCATION  | <b>Triton College</b><br><i>Associates in Dental Technology</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | December 1993<br>CGPA 3.78/4.00             |
| SKILLS     | Microsoft Office (Proficient), Billing and Invoicing, Customer Service, Business Communication<br><b>Languages:</b> Polish (Fluent), English (Fluent)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                             |
| EXPERIENCE | <b>First Impressions Dental Lab</b><br><i>Dental Technician (Cerapist)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Chicago, IL<br>February 2002 – Present      |
|            | <ul style="list-style-type: none"> <li>• Closely working with dentists in and around Chicago to handcraft and customize crowns and bridges, maintaining and growing those relationships over 18 years</li> <li>• Managing a team of dental ceramists, and contacting lab vendors to purchase quality materials needed for all our dental restorations</li> <li>• Efficiently leading and scheduling cases, project timelines, as well as all billing and invoicing of my cases on a day to day basis</li> <li>• Maintaining a clean and positive environment for dentists and patients, and training myself with the newest dental technology and materials in order to offer the best products available</li> </ul> |                                             |
|            | <b>Q Dental Lab</b><br><i>Dental Technician &amp; Owner</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Chicago, IL<br>March 1998 – July 2002       |
|            | <ul style="list-style-type: none"> <li>• Owned and operated a small business, which included learning to manage client correspondence, coordinating production and shipment of dental cases, billing and bookkeeping</li> <li>• Produced customized waxing patterns, metal finishes, porcelain applications to dental crowns and bridges, and veneer fabrication</li> <li>• Ensured all products created were checked thoroughly, which resulted in minimal corrections of dental restorations when sent to clients and patients</li> <li>• Communicated and met with clients and patients in an effective and timely manner throughout business hours</li> </ul>                                                    |                                             |
|            | <b>Albert Tassi Dental Studio</b><br><i>Dental Technician</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Chicago, IL<br>January 2001 – February 2002 |
|            | <ul style="list-style-type: none"> <li>• Learned new techniques from my peers, and refined my skills in dental ceramics</li> <li>• Created specialized products for dentists and patients, including InCeram and Captek copings, porcelain crowns, bridges, implants, and veneers</li> <li>• Finished and glazed hundreds of dental restorations to exactly match each patient's original teeth, minimizing any need for post-operation fixes</li> </ul>                                                                                                                                                                                                                                                             |                                             |
|            | <b>Mid-Land Haynes Dental Lab</b><br><i>Dental Technician – Supervisor</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Chicago, IL<br>August 1991 – September 2000 |
|            | <ul style="list-style-type: none"> <li>• Established a professional and friendly relationship with clients and patients, meeting with them on a weekly basis to consult and discuss the various dental payment plan options best suited for them based on their treatment plans</li> <li>• Managed a team of three technicians, distributing work and guiding them on how to complete and finalize cases in an orderly and timely manner</li> <li>• Examined and signed off on each final product prior to shipment to ensure</li> <li>• Applied opaque and porcelain on metal crowns and bridges, created dental restorations (e.g. crowns, bridges, veneers, &amp; implants)</li> </ul>                            |                                             |
| INTERESTS  | Cooking and experimenting in the kitchen, finding a great deal, and a Yorkie enthusiast                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                             |



# Memo

**To:** Maine Township Board

**From:** Richard Lyon, Maine Township Webmaster

**CC:** Administrator Berman

## SeamlessDocs Contract Renewal

Attached please find the renewal contract for SeamlessDocs, the e-signature and forms automation platform Maine Township has been utilizing since 2018. The existing contract ends 3/31/2021 and the new contract would begin on 4/1/2021. The minimum contract length is one year and SeamlessDocs is unable to provide a month-to-month option.

The SeamlessDocs platform allows our residents to easily submit requests electronically through fillable web forms and e-sign applications and documents, which has proven particularly important during the pandemic. A few examples of how we are currently utilizing this platform include a resident contact form, FOIA request form, MaineStreamers application, counseling inquiry form, and applications and consent forms for various MaineStay programs.

I have also included two competitors' quotes, which were significantly higher at \$25,000 and \$19,999 annually (not including set up fees).

If you have any questions, please let me know.

# **Maine Township, Cook County, IL Renewal 2021-2022**

Prepared By  
**Dustin Thaler**  
**Partner Manager**

Sent To  
**Richard Lyon**  
**Webmaster**

## Quote Summary Table

| QTY | PRODUCT                | START DATE | END DATE  | TERMS (MONTH) | FIRST YEAR ACV | TOTAL PRICE |
|-----|------------------------|------------|-----------|---------------|----------------|-------------|
| 1   | Digitize               | 4/1/2021   | 3/31/2022 | 12            | \$5,500.00     | \$5,500.00  |
| 1   | Optimization Fee       | 4/1/2021   | 3/31/2022 | 12            | \$550.00       | \$550.00    |
| 3   | Platform User Licenses | 4/1/2021   | 3/31/2022 | 12            | \$0.00         | \$0.00      |
| 30  | Number of Forms        | 4/1/2021   | 3/31/2022 | 12            | \$0.00         | \$0.00      |

**First Year Total:** \$6,050.00

**Contract Total:** \$6,050.00

### Custom Terms:

- N/A

### Standard Terms of Agreement:

- This proposal expires on 3/31/2021
- By signing this proposal the client agrees to our Terms of Use available at <https://www.seamlessdocs.com/terms-of-use>.
- Each product and service purchased is serviced and maintained as specified in the table above.
- Service Hours and offerings expire 12 Months from the Subscription Start Date specified in the executed agreement and payable upfront.
- If included in the Services Agreement, related Travel and Expenses are to be billed as incurred.

### Standard Payment Terms:

- Please email all Purchase Orders to [billing@seamlessdocs.com](mailto:billing@seamlessdocs.com) for prompt processing.
- The client agrees to pay all fees specified in each Order.
- The invoice(s) will be sent to the Billing Contact via the delivery method as early as two weeks prior to the invoice date, which is the Subscription Start Date, specified in each Order.
- All fees are due upfront, and billed annually with the first annual payment due by the invoice due date (30 days from the Subscription Start Date) specified in each Order, unless specified otherwise.
- All fees are exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the client's responsibility to provide applicable exemption certificate(s).
- 3 - 10% optimization fee may be added annually to the recurring products and services. SeamlessDocs reserves the right to modify optimization fee in accordance with the Terms of Use.
- If a Reseller is used, please ensure 'Coverage Terms' or 'Subscription Dates' are included in each Line Item's Material Description.

### SeamlessDocs Contact Information:

- For additional questions or requests regarding your SeamlessDocs' Software or Services, please contact:
  - Email: [support@seamlessdocs.com](mailto:support@seamlessdocs.com)
  - Phone: (855) 777-3265

Contact and Billing Details

|                        |                     |                          |                                   |
|------------------------|---------------------|--------------------------|-----------------------------------|
| Primary Contact Name:  | Richard Lyon        | Org Name:                | Maine Township, Cook County, IL   |
| Primary Contact Email: | rlyon@mainetown.com | Street Address:          | Maine Township<br>1700 Ballard Rd |
| Billing Contact Name:  |                     | City, State, ZIP:        | Park Ridge, Illinois, 60068       |
| Billing Contact Email: |                     | Invoice Delivery Method: | Email / Electronic                |
| Billing Contact Phone: |                     | Payment Term:            | Net 30                            |

PARTNER

|            |  |
|------------|--|
| Signature: |  |
| Full Name: |  |
| Title:     |  |
| Date:      |  |

SEAMLESSDOCS

|            |                 |
|------------|-----------------|
| Signature: | Dustin Thaler   |
| Full Name: | Partner Manager |
| Title:     |                 |
| Date:      |                 |

# SimpliGov Budgetary Quote



## Customer Details

|               |                     |
|---------------|---------------------|
| Contact Name  | Richard Lyon        |
| Contact Title | Director            |
| Organization  | Maine Township      |
| Address       |                     |
| Phone         | (224)257-4869       |
| Email         | rlion@mainetown.com |

|                |
|----------------|
| Troy Bare      |
| VP of Sales    |
|                |
|                |
| (916) 712-0793 |

## SimpliGov Sales Representative Details

|         |                                                   |
|---------|---------------------------------------------------|
| Name    | Troy Bare                                         |
| Title   | VP Sales                                          |
| Seller  | SimpliGov, LLC                                    |
| Address | 1724 10th Street, Suite 115, Sacramento, CA 95811 |
| Phone   | 916.712.0793                                      |
| Email   | tbare@simpligov.com                               |

|           |
|-----------|
| MTYR1     |
| 1/11/2021 |
| Direct    |
| 2/28/2021 |

| Part No. | Description                                                                                                                                                                                                | Price       | Quantity | Extended Price |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------|----------------|
| 1        | SAPGOVPL<br><br>SimpliGov ELA (12 month subscription)-MS Azure Government Cloud-(Includes Analytics and SimpliSign)-Up to 25,000 transactions per year and 1.25TB storage. (12 months subscription period) | \$25,000.00 | 1        | \$25,000.00    |
| 2        | SAPPROSVC<br><br>SimpliGov Professional Services-Provide project support (PM, build, training, etc...) Time and materials based.                                                                           | \$200.00    | 100      | \$20,000.00    |
| Total    |                                                                                                                                                                                                            |             |          | \$45,000.00    |

Transaction = one production workflow initiation  
Add-on buckets can be purchased at anytime and will be prorated against remainder of term  
No carry-over of annual unused transactions  
Reasonable use transaction volumes subject to rate limit of 150% per month (e.g. 2.5M total transactions = 208K/mth x 150% = 312K/mth)  
Additional Tenant Price = \$5,000 pa  
Additional Storage = \$3,000/TB

Terms of Use: Services listed on this Order Form are provided under the the online terms of service found at [www.simpligov.com/terms-of-service](http://www.simpligov.com/terms-of-service) (the "Terms and Conditions")

Payment Terms: Net 30. Subscription fees shall be invoiced annually in advance on the first day of delivery.





**CityGrows**

Fast, affordable, online  
workflows for government

## Maine Township IL

### Goal

Maine Township is seeking cloud-based software to support online applications and workflow management for multiple types of forms and processes.

### Solution

The Township can use CityGrows to accept and review multiple types of applications, track status, accept payments and manage review and approval processes online.

CityGrows' software makes it easy for staff to work remotely, reduces time to complete permits, and improves transparency.

### Reference clients



### Contact

Catherine Geanuracos  
catherine@citygro.ws  
415.235.7240

<https://citygro.ws> @citygrows

## Included features

- Unlimited workflows and users
- E-signatures
- Online review
- Online forms
- Payments
- Formulas and fee calculations
- Built-in open data
- Logic
- Linked workflows
- Online training
- Online chat support during business hours

## Highlights

- Setup takes less than a week
- 75% reduction in time to complete workflows
- Increased compliance and revenue
- Improved user experience
- 1/50th the cost of comparable building permit software.

## Proposed pricing

**Maine Township IL**  
Population 135k  
Tier 5

**\$19999**  
/ year

Or

**\$2000**  
/ month

Payment processing: 4% + \$.30/ transaction  
for all permit and license fees processed.  
May be passed on to applicants.

MEMO

February 17, 2021

To: Trustees

From: Mike Samaan, Director of Maintenance

Re: Landscaping Contract

Please find attached the landscaping proposal from NJ Castilo, INC. The contract will begin in April and will end in November for a monthly price of \$1350.00. There will be one-time charges for core aeration and over seeding for \$350.00 as well as a one-time charge for fall cleanup for \$250.00. These charges are the same as what we paid last year.

I am recommending the Township go with NJ Castilo, INC. I have reached out to several other landscaping companies for estimates, but due to all the snow we have had this month, they would not be able to provide a proper estimate.

We have been using NJ Castilo for 20 years at the Township and I feel their prices are fair and the work they have provided has been remarkable.

**NJ CASTILO LANDSCAPING, INC.**

**1018 STRATFORD CIRCLE**

**STREAMWOOD IL, 60107**

**PHONE: (630) 336-9199 ... EMAIL: NJCASTILLOLANDSCAPING@YAHOO.COM**

**\*\*\*2021 LAWN SERVICE PROPOSAL\*\*\***

DATE: November 14, 20

Maine Township  
1700 Ballard  
Park Ridge IL 60068-1006

Service at:  
same location

WE PROPOSE TO FURNISH THE LABOR AND MATERIAL FOR THE COMPLETION OF LAWN MAINTENANCE SERVICE.

| SERVICE                                                                                                      | PRICE                                  |
|--------------------------------------------------------------------------------------------------------------|----------------------------------------|
| Spring Clean up                                                                                              | Included                               |
| 5 <sup>th</sup> Cuts                                                                                         | Included                               |
| Monthly Maintenance (April – November)                                                                       | \$1350.00                              |
| Core Aeration & Over Seeding                                                                                 | \$350.00                               |
| Seasonal Trimming (onetime charge)                                                                           | Included (shrubs/evergreens up to 6ft) |
| Disposal Charge of fall clean up material<br>(leaf material, annual flowers, cuttings from perennial plants) | \$250.00                               |

**PAYMENT TERMS: BILLED ON THE 1<sup>ST</sup> OF THE MONTH. PAYMENT DUE WITHIN 30 DAYS OF INVOICE. PAST DUE ACCOUNTS MAY BE SUBJECT TO \$25.00 LATE FEE(S).**

PROPOSAL SUBMITTED BY: \_\_\_\_\_



**NJ CASTILLO LANDSCAPING, INC.**

**PRICES ARE SATISFACTORY AND ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED.**

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**PLEASE RETURN ONE SIGNED COPY OF YOUR PROPOSAL BY JANUARY 31, 2021**

( ) Send Invoice by mail. ( ) Send via Email \_\_\_\_\_

## **RESOLUTION 2021 - 2**

WHEREAS, Maine Township has until the end of the first fiscal quarter in which to adopt a final budget, and

WHEREAS, it is necessary to approve bills and make expenditures of funds within such first quarter prior to the time when the budget is adopted,

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Maine Township that until the final budget for the fiscal year 2021-2022 is adopted, the same items appropriated in the 2020-2021 fiscal year's budget shall apply to the present year's expenditures, and that the amount of such expenditures shall be limited by the amount of the appropriation for such items in the prior year's budget.

BE IT FURTHER RESOLVED that this action shall be in the nature of a continuing resolution to permit expenditures of funds until the adoption of the final budget for the year 2021-2022.

Adopted this 23<sup>RD</sup> of February 2021.

---

Laura J. Morask, Supervisor

---

Kimberly Jones, Trustee

---

David A. Carrabotta, Trustee

---

Claire R. McKenzie, Trustee

---

Susan Kelly Sweeney, Trustee

---

Peter Gialamas, Clerk

## **RESOLUTION 2021-RB-1**

WHEREAS, the Maine Township Road District has until the end of the first fiscal quarter in which to adopt a final budget, and

WHEREAS, it is necessary to approve bills and make expenditures of funds within such first quarter prior to the time when the budget is adopted,

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Maine Township that until the final budget for the Maine Township Road District for the fiscal year 2021-2022 is adopted, the same items appropriated in the 2020-2021 fiscal year's budget shall apply to the present year's expenditures, and that the amount of such expenditures shall be limited by the amount of the appropriation for such items in the prior year's budget.

BE IT FURTHER RESOLVED that this action shall be in the nature of a continuing resolution to permit expenditures of funds until the adoption of the final budget for the year 2021-2022.

Adopted this 23<sup>RD</sup> day of February 2021.

---

Walter Kazmierczak, Highway Commissioner

---

Laura J. Morask, Supervisor

---

Kimberly Jones, Trustee

---

David A. Carrabotta, Trustee

---

Claire R. McKenzie, Trustee

---

Susan Kelly Sweeney, Trustee

---

Peter Gialamas, Clerk

# Memo

**To:** Elected Officials  
**From:** Dayna Berman  
**Date:** February 23, 2021  
**Re:** Draft Budget

---

Dear Trustees,

Please find attached a copy of a preliminary budget & worksheet. The worksheet shows actuals from fiscal year 2019-20 and estimated actuals for current fiscal year 2020-21.

Thank you.

**MAINE TOWNSHIP  
ORDINANCE 2021-1  
BUDGET & APPROPRIATION ORDINANCE FOR 2021-22**

for MAINE TOWNSHIP located in the County of Cook, State of Illinois for the fiscal year beginning March 1, 2021 and ending February 28, 2022.

Now be it Ordained by the Board of Trustees of MAINE TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS, in meeting assembled as follows:

Section 1: That the following budget containing an estimate of receipts and expenditures for the following funds: GENERAL TOWN AND GENERAL ASSISTANCE FUND is hereby adopted as the budget of the township for the fiscal year mentioned above and shall be in full force and effect from and after this date.

**GENERAL TOWN FUND**

|                   |             |
|-------------------|-------------|
| BEGINNING BALANCE | \$6,644,499 |
|-------------------|-------------|

**ESTIMATED REVENUES**

|                            |             |
|----------------------------|-------------|
| Property Tax               | \$1,911,872 |
| Replacement Tax            | \$78,930    |
| Interest Income            | \$11,998    |
| MaineStay Fees             | \$12,387    |
| Yard Stickers and Rebates  | \$13,734    |
| Postage                    | \$4,136     |
| Transportation Fees        | \$1,094     |
| Passport Fees              | \$70,210    |
| Food Pantry Cash Donations | \$67,176    |
| Other Income               | \$15,553    |

|                                 |                   |
|---------------------------------|-------------------|
| <b>TOTAL ESTIMATED REVENUES</b> | <hr/> \$2,187,090 |
|---------------------------------|-------------------|

**TOTAL ESTIMATED FUNDS AVAILABLE**

|                                                                            |             |
|----------------------------------------------------------------------------|-------------|
| <b>(EXCLUDING PROGRAM FEES FOR<br/>MAINSTREAMERS PAID BY PARTICIPANTS)</b> | \$8,831,589 |
|----------------------------------------------------------------------------|-------------|

**BUDGETED EXPENDITURES**

|                                     |             |
|-------------------------------------|-------------|
| Administration                      | \$2,061,102 |
| Assessor                            | \$394,718   |
| Clerk                               | \$172,488   |
| Emergency Management                | \$15,516    |
| MaineStay Youth and Family Services | \$532,314   |
| Mainstreamers Senior Services       | \$508,955   |
| Mental Health/Community Services    | \$440,025   |

**TOTAL ESTIMATED EXPENDITURES**

|                                                                            |                   |
|----------------------------------------------------------------------------|-------------------|
| <b>(EXCLUDING PROGRAM FEES FOR<br/>MAINSTREAMERS PAID BY PARTICIPANTS)</b> | <hr/> \$4,125,118 |
|----------------------------------------------------------------------------|-------------------|

|                       |             |
|-----------------------|-------------|
| <b>ENDING BALANCE</b> | \$4,706,471 |
|-----------------------|-------------|

**ADMINISTRATION****PERSONNEL**

|                            |                    |
|----------------------------|--------------------|
| Salaries/Employees         | \$592,179          |
| Salaries/Elected Officials | \$163,564          |
| IDES                       | \$1                |
| Social Security            | \$57,814           |
| Municipal Retirement Fund  | \$67,554           |
| Health Insurance           | \$342,714          |
| Dental Insurance           | \$10,926           |
| Life Insurance             | \$782              |
| Tuition Reimbursement      | \$1                |
| <b>TOTAL PERSONNEL</b>     | <b>\$1,235,535</b> |

**CONTRACTUAL SERVICES**

|                                   |                  |
|-----------------------------------|------------------|
| Bookkeeping/Accounting Services   | \$63,782         |
| Audit Services                    | \$16,000         |
| Building-Grounds Maintenance      | \$21,963         |
| Community Information-Support     | \$1              |
| Conferences-Meetings              | \$633            |
| Dues-Subscriptions                | \$3,883          |
| Web Site/Email Host               | \$20,364         |
| Equipment Leasing-Maintenance     | \$20,661         |
| Computer Tech Support             | \$8,285          |
| Print Management                  | \$3,842          |
| General Insurance-Liability-Bond  | \$65,494         |
| Legal Services                    | \$90,000         |
| Mileage-Travel-Lodging Expense    | \$571            |
| Police Protection                 | \$40,000         |
| Postage                           | \$33,971         |
| Printing-Publishing               | \$31,500         |
| Special Programs                  | \$3,245          |
| Staff Training                    | \$317            |
| Telecommunications                | \$24,119         |
| Clean Up/Waste Hauler             | \$6,475          |
| Transportation/MaineLines         | \$3,700          |
| Utilities                         | \$25,866         |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$484,672</b> |

**COMMODITIES**

|                                 |                 |
|---------------------------------|-----------------|
| Miscellaneous                   | \$66            |
| Office Supplies/Small Equipment | \$12,347        |
| Operating Supplies-Maintenance  | \$9,637         |
| <b>TOTAL COMMODITIES</b>        | <b>\$22,050</b> |

**OTHER EXPENDITURES**

|                                     |                 |
|-------------------------------------|-----------------|
| Code Enforcement Expense            | \$558           |
| Neighborhood Watch                  | \$3,455         |
| Food Pantry                         | \$20,081        |
| Plan Commission                     | \$1             |
| Maine Township Recovery Connections | \$40,000        |
| Vehicle Expense                     | \$2,826         |
| <b>TOTAL OTHER EXPENDITURES</b>     | <b>\$66,921</b> |



|                      |                  |
|----------------------|------------------|
| CAPITAL OUTLAY       |                  |
| Building             | \$1,924          |
| Capital Fund Account | \$250,000        |
| TOTAL CAPITAL OUTLAY | <u>\$251,924</u> |

|                      |                  |
|----------------------|------------------|
| TOTAL ADMINISTRATION | <u>2,061,102</u> |
|----------------------|------------------|

## ASSESSOR

|                           |                  |
|---------------------------|------------------|
| PERSONNEL                 |                  |
| Salaries                  | \$208,035        |
| Social Security           | \$15,914         |
| Life Insurance            | \$500            |
| Dental Insurance          | \$4,500          |
| Municipal Retirement Fund | \$24,107         |
| Health Insurance          | \$134,068        |
| TOTAL PERSONNEL           | <u>\$387,124</u> |

|                                |              |
|--------------------------------|--------------|
| CONTRACTUAL SERVICES           |              |
| Conferences-Meetings           | \$848        |
| Cook County Assessor Tie-in    | \$1,025      |
| Dues-Subscriptions             | \$200        |
| Equipment Leasing-Maintenance  | \$1          |
| Mileage-Travel-Lodging Expense | \$1,200      |
| Postage                        | \$400        |
| Printing-Publishing            | \$397        |
| Sidwell Maps                   | \$707        |
| Staff Training                 | \$116        |
| TOTAL CONTRACTUAL SERVICES     | <u>4,894</u> |

|                                 |                |
|---------------------------------|----------------|
| COMMODITIES                     |                |
| Miscellaneous                   | \$1,200        |
| Office Supplies/Small Equipment | \$1,500        |
| TOTAL COMMODITIES               | <u>\$2,700</u> |

|                |                  |
|----------------|------------------|
| TOTAL ASSESSOR | <u>\$394,718</u> |
|----------------|------------------|

**CLERK****PERSONNEL**

|                           |                  |
|---------------------------|------------------|
| Salaries                  | \$98,420         |
| Social Sec.               | \$7,299          |
| Municipal Retirement Fund | \$13,100         |
| Health Insurance          | \$34,725         |
| Dental Insurance          | \$788            |
| Life Insurance            | \$77             |
| <b>TOTAL PERSONNEL</b>    | <b>\$154,409</b> |

**CONTRACTUAL SERVICES**

|                                   |                 |
|-----------------------------------|-----------------|
| Conferences-Meetings              | \$1             |
| Dues-Subscriptions                | \$313           |
| Print Management                  | \$2,642         |
| Mileage-Travel-Lodging Expense    | \$27            |
| Honor Flight                      | \$1,000         |
| Postage                           | \$6,000         |
| Printing-Publishing               | \$1,234         |
| Computer Tech Support             | \$6,240         |
| Staff Training                    | \$1             |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$17,458</b> |

**COMMODITIES**

|                                 |              |
|---------------------------------|--------------|
| Miscellaneous                   | \$21         |
| Office Supplies/Small Equipment | \$600        |
| <b>TOTAL COMMODITIES</b>        | <b>\$621</b> |

|                    |                  |
|--------------------|------------------|
| <b>TOTAL CLERK</b> | <b>\$172,488</b> |
|--------------------|------------------|

## OFFICE OF EMERGENCY MANAGEMENT

### PERSONNEL

|                 |               |
|-----------------|---------------|
| Salaries        | \$4,081       |
| Social Security | \$312         |
| Uniforms        | \$200         |
| TOTAL PERSONNEL | <hr/> \$4,593 |

### CONTRACTUAL SERVICES

|                            |               |
|----------------------------|---------------|
| Conferences/Meetings       | \$1           |
| Dues/Subscriptions         | \$305         |
| Utilities                  | \$3,772       |
| Special Programs           | \$100         |
| Special Events             | \$100         |
| Telecommunications         | \$2,042       |
| Staff Training             | \$1           |
| TOTAL CONTRACTUAL SERVICES | <hr/> \$6,321 |

### COMMODITIES

|                                 |             |
|---------------------------------|-------------|
| Office Supplies/Small Equipment | \$233       |
| Operating Supplies              | \$100       |
| Disaster Operations Supplies    | \$100       |
| TOTAL COMMODITIES               | <hr/> \$433 |

### OTHER EXPENDITURES

|                          |               |
|--------------------------|---------------|
| Volunteer Insurance      | \$723         |
| Vehicle Expense          | \$2,146       |
| TOTAL OTHER EXPENDITURES | <hr/> \$2,869 |

### CAPITAL OUTLAY

|                      |               |
|----------------------|---------------|
| Building             | \$1,300       |
| TOTAL CAPITAL OUTLAY | <hr/> \$1,300 |

|                                      |                |
|--------------------------------------|----------------|
| TOTAL OFFICE OF EMERGENCY MANAGEMENT | <hr/> \$15,516 |
|--------------------------------------|----------------|

## MAINESTAY YOUTH AND FAMILY SERVICES

### PERSONNEL

|                           |                 |
|---------------------------|-----------------|
| Salaries                  | \$297,227       |
| Social Security           | \$22,737        |
| Municipal Retirement Fund | \$40,185        |
| Health Insurance          | \$147,897       |
| Dental Insurance          | \$2,928         |
| Life Insurance            | \$309           |
| TOTAL PERSONNEL           | <hr/> \$511,283 |

### CONTRACTUAL SERVICES

|                                  |                |
|----------------------------------|----------------|
| Community Education              | \$50           |
| Summer Youth Camp                | \$1            |
| Garage Sale                      | \$1            |
| Conferences-Meetings             | \$537          |
| Dues-Subscriptions/Licensures    | \$3,400        |
| Print Management                 | \$2,642        |
| General Insurance-Liability-Bond | \$959          |
| Mileage-Travel-Lodging Expense   | \$1,000        |
| Postage                          | \$96           |
| Printing-Publishing              | \$576          |
| Special Programs                 | \$2,622        |
| Computer Tech Support            | \$6,240        |
| Consultation/Staff Training      | \$1,070        |
| TOTAL CONTRACTUAL SERVICES       | <hr/> \$19,194 |

### COMMODITIES

|                                 |               |
|---------------------------------|---------------|
| Training Manuals/Books          | \$250         |
| Miscellaneous                   | \$1           |
| Office Supplies/Small Equipment | \$1,585       |
| TOTAL COMMODITIES               | <hr/> \$1,836 |

### OTHER EXPENDITURES

|                          |           |
|--------------------------|-----------|
| Youth Recreation Fund    | \$1       |
| TOTAL OTHER EXPENDITURES | <hr/> \$1 |

|                                           |                 |
|-------------------------------------------|-----------------|
| TOTAL MAINESTAY YOUTH AND FAMILY SERVICES | <hr/> \$532,314 |
|-------------------------------------------|-----------------|

## MAINSTREAMERS SENIOR SERVICES

### PERSONNEL

|                           |                 |
|---------------------------|-----------------|
| Salaries                  | \$297,554       |
| Social Security           | \$22,762        |
| Municipal Retirement Fund | \$40,229        |
| Health Insurance          | \$116,438       |
| Dental Insurance          | \$3,407         |
| Life Insurance            | \$387           |
| TOTAL PERSONNEL           | <hr/> \$480,777 |

### CONTRACTUAL SERVICES

|                                |                |
|--------------------------------|----------------|
| Conferences-Meetings           | \$257          |
| Dues-Subscriptions             | \$75           |
| Mileage-Travel-Lodging Expense | \$100          |
| Postage                        | \$7,426        |
| Printing-Publishing            | \$6,209        |
| Special Programs               | \$3,000        |
| Computer Tech Support          | \$6,240        |
| Print Management               | \$2,942        |
| Telecommunications             | \$29           |
| TOTAL CONTRACTUAL SERVICES     | <hr/> \$26,278 |

### COMMODITIES

|                                 |               |
|---------------------------------|---------------|
| Office Supplies/Small Equipment | \$1,900       |
| TOTAL COMMODITIES               | <hr/> \$1,900 |

|                                     |                 |
|-------------------------------------|-----------------|
| TOTAL MAINSTREAMERS SENIOR SERVICES | <hr/> \$508,955 |
|-------------------------------------|-----------------|

|                                  |                   |
|----------------------------------|-------------------|
| Mental Health/Community Services | \$440,025         |
| <b>TOTAL TOWN FUND</b>           | <hr/> \$4,125,118 |

## GENERAL ASSISTANCE FUND

|                   |             |
|-------------------|-------------|
| BEGINNING BALANCE | \$1,505,603 |
|-------------------|-------------|

### ESTIMATED REVENUES

|                                 |                 |
|---------------------------------|-----------------|
| Property Tax                    | \$0             |
| Social Security Reimbursement   | \$15,000        |
| Interest Income                 | \$4,393         |
| Energy Assistance Revenue       | \$18,000        |
| Miscellaneous                   | \$1             |
| <b>TOTAL ESTIMATED REVENUES</b> | <b>\$37,394</b> |

|                                        |                    |
|----------------------------------------|--------------------|
| <b>TOTAL ESTIMATED FUNDS AVAILABLE</b> | <b>\$1,542,997</b> |
|----------------------------------------|--------------------|

### BUDGETED EXPENDITURES

|                                     |                  |
|-------------------------------------|------------------|
| Administration                      | \$460,632        |
| Home Relief                         | \$178,280        |
| <b>TOTAL ESTIMATED EXPENDITURES</b> | <b>\$638,912</b> |

|                       |                  |
|-----------------------|------------------|
| <b>ENDING BALANCE</b> | <b>\$904,085</b> |
|-----------------------|------------------|

## ADMINISTRATION

### PERSONNEL

|                           |                  |
|---------------------------|------------------|
| Salaries                  | \$266,553        |
| IDES                      | \$1              |
| Social Security           | \$20,350         |
| Municipal Retirement Fund | \$35,965         |
| Health Insurance          | \$102,785        |
| Dental Insurance          | \$3,398          |
| Life Insurance            | \$387            |
| Tuition Reimbursement     | \$1              |
| <b>TOTAL PERSONNEL</b>    | <b>\$429,440</b> |

### CONTRACTUAL SERVICES

|                                   |                 |
|-----------------------------------|-----------------|
| Conferences-Meetings              | \$89            |
| Accounting Services               | \$5,822         |
| Dues-Subscriptions                | \$1             |
| Print Management                  | \$4,442         |
| General Insurance-Liability-Bond  | \$6,979         |
| Hearing Officer                   | \$1             |
| Legal Services                    | \$1             |
| Mileage-Travel-Lodging Expense    | \$602           |
| Postage                           | \$1,500         |
| Printing-Publishing               | \$1,500         |
| Computer Tech Support             | \$6,240         |
| Staff Training                    | \$150           |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$27,327</b> |

|                               |                  |
|-------------------------------|------------------|
| COMMODITIES                   |                  |
| Miscellaneous                 | \$1              |
| Office Supplies/Sm. Equipment | \$1,514          |
| TOTAL COMMODITIES             | <u>\$1,515</u>   |
| CAPITAL OUTLAY                |                  |
| Computer Software Development | \$2,350          |
| TOTAL CAPITAL OUTLAY          | <u>\$2,350</u>   |
| <b>TOTAL ADMINISTRATION</b>   | <u>\$460,632</u> |

## HOME RELIEF

|                                |                  |
|--------------------------------|------------------|
| CONTRACTUAL SERVICES           |                  |
| Medical Services               | \$414            |
| Ambulance-Paramedic Service    | \$1              |
| Client Utilities               | \$11,650         |
| Dental Services                | \$1              |
| Emergency Assistance Program   | \$1,295          |
| Food                           | \$54,000         |
| Funeral and Burial Services    | \$200            |
| Client Health Insurance        | \$0              |
| Prescription Drugs             | \$1,500          |
| Catostrophic Medical Insurance | \$5,100          |
| Shelter-Rent                   | \$77,966         |
| TOTAL CONTRACTUAL SERVICES     | <u>\$152,127</u> |

|                     |                 |
|---------------------|-----------------|
| COMMODITIES         |                 |
| Personal Essentials | \$26,152        |
| Transient           | \$1             |
| TOTAL COMMODITIES   | <u>\$26,153</u> |

|                          |                  |
|--------------------------|------------------|
| <b>TOTAL HOME RELIEF</b> | <u>\$178,280</u> |
|--------------------------|------------------|

|                                      |                  |
|--------------------------------------|------------------|
| <b>TOTAL GENERAL ASSISTANCE FUND</b> | <u>\$638,912</u> |
|--------------------------------------|------------------|



|                            |                    |
|----------------------------|--------------------|
| 1. GENERAL TOWN FUND       | \$4,125,118        |
| 2. GENERAL ASSISTANCE FUND | \$638,912          |
| TOTAL                      | <u>\$4,764,030</u> |

|                                 |                       |
|---------------------------------|-----------------------|
| 1. GENERAL TOWN FUND            | \$4,125,118           |
| 1A. MAINSTREAMERS PROGRAM FEES* | \$57,300              |
| 1B. CAPITAL FUND**              | -\$250,000            |
| ADJUSTED GENERAL TOWN FUND      | <u>\$3,932,418.00</u> |
| 2. GENERAL ASSISTANCE FUND      | <u>\$638,912.00</u>   |
| TOTAL APPROPRIATIONS            | <u>\$4,571,330.00</u> |

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectfully in Section 1 and Section 2 constituting the total appropriations & ending balance the amount of (\$4,571,330) four million five hundred and seventy one thousand three hundred and thirty for the fiscal year March 1, 2021 to February 28, 2022 and that Section 3 shall be and is the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force effect from and after this date.

Section 4: A certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

Adopted in a meeting assembled on February 23, 2021 by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois pursuant to a roll call vote as follows:

|     |     |        |            |
|-----|-----|--------|------------|
| AYE | NAY | ABSENT | _____      |
| AYE | NAY | ABSENT | _____      |
| AYE | NAY | ABSENT | _____      |
| AYE | NAY | ABSENT | _____      |
| AYE | NAY | ABSENT | _____      |
|     |     |        | Trustees   |
| AYE | NAY | ABSENT | _____      |
|     |     |        | Supervisor |
|     |     |        | _____      |
|     |     |        | Clerk      |

## GENERAL TOWN FUND ADDENDUM

### 1A. MAINSTREAMERS PROGRAM FEES\* (PAID BY PARTICIPANTS)

|          |          |
|----------|----------|
| REVENUES | \$51,236 |
|----------|----------|

|          |          |
|----------|----------|
| EXPENSES | \$57,300 |
|----------|----------|

### 1B. CAPITAL FUND\*\*

THE \$250,000 is included in the 2021-2022 budget, but is removed for purposes of total appropriations.

**MAINE TOWNSHIP  
ORDINANCE 2021-1  
BUDGET & APPROPRIATION ORDINANCE FOR 2021-22**

for MAINE TOWNSHIP located in the County of Cook, State of Illinois for the fiscal year beginning March 1, 2021 and ending February 28, 2022.

Now be it Ordained by the Board of Trustees of MAINE TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS, in meeting assembled as follows:

Section 1: That the following budget containing an estimate of receipts and expenditures for the following funds: GENERAL TOWN AND GENERAL ASSISTANCE FUND is hereby adopted as the budget of the township for the fiscal year mentioned above and shall be in full force and effect from and after this date.

| <b>GENERAL TOWN FUND</b>                                                                                       | <b>19-20<br/>Actual</b> | <b>20-21 Est<br/>Actual</b> | <b>21-22<br/>Budget</b> |
|----------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------|-------------------------|
| BEGINNING BALANCE                                                                                              |                         |                             | <b>\$6,644,499</b>      |
| ESTIMATED REVENUES                                                                                             |                         |                             |                         |
| Property Tax                                                                                                   | \$3,621,405             | \$1,911,872                 | <b>\$1,911,872</b>      |
| Replacement Tax                                                                                                | \$88,810                | \$78,930                    | <b>\$78,930</b>         |
| Interest Income                                                                                                | \$27,714                | \$11,998                    | <b>\$11,998</b>         |
| MaineStay Fees                                                                                                 | \$29,974                | \$12,387                    | <b>\$12,387</b>         |
| Yard Stickers and Rebates                                                                                      | \$13,734                | \$11,086                    | <b>\$13,734</b>         |
| Postage                                                                                                        | \$4,136                 | \$482                       | <b>\$4,136</b>          |
| Transportation Fees                                                                                            | \$1,094                 | \$405                       | <b>\$1,094</b>          |
| Passport Fees                                                                                                  | \$70,210                | \$22,501                    | <b>\$70,210</b>         |
| Food Pantry Cash Donations                                                                                     | \$67,176                | \$120,234                   | <b>\$67,176</b>         |
| Other Income                                                                                                   | \$9,173                 | \$15,553                    | <b>\$15,553</b>         |
| <b>TOTAL ESTIMATED REVENUES</b>                                                                                | <b>\$3,933,426</b>      | <b>\$2,185,448</b>          | <b>\$2,187,090</b>      |
| <b>TOTAL ESTIMATED FUNDS AVAILABLE<br/>(EXCLUDING PROGRAM FEES FOR<br/>MAINSTREAMERS PAID BY PARTICIPANTS)</b> |                         |                             | <b>\$8,831,589</b>      |
| BUDGETED EXPENDITURES                                                                                          |                         |                             |                         |
| Administration                                                                                                 | \$2,101,508             | \$1,966,240                 | <b>\$2,061,102</b>      |
| Assessor                                                                                                       | \$352,594               | \$394,718                   | <b>\$394,718</b>        |
| Clerk                                                                                                          | \$196,099               | \$168,174                   | <b>\$172,488</b>        |
| Emergency Management                                                                                           | \$14,119                | \$14,597                    | <b>\$15,516</b>         |
| MaineStay Youth and Family Services                                                                            | \$608,385               | \$525,078                   | <b>\$532,314</b>        |
| Mainstreamers Senior Services                                                                                  | \$478,524               | \$483,872                   | <b>\$508,955</b>        |
| Mental Health/Community Services                                                                               | \$442,740               | \$522,766                   | <b>\$440,025</b>        |
| <b>TOTAL ESTIMATED EXPENDITURES<br/>(EXCLUDING PROGRAM FEES FOR<br/>MAINSTREAMERS PAID BY PARTICIPANTS)</b>    | <b>\$4,193,969</b>      | <b>\$4,075,445</b>          | <b>\$4,125,118</b>      |
| <b>ENDING BALANCE</b>                                                                                          |                         |                             | <b>\$4,706,471</b>      |

|                                     | 19-20<br>Actual    | 20-21 Est<br>Actual | 21-22<br>Budget    |
|-------------------------------------|--------------------|---------------------|--------------------|
| <b>ADMINISTRATION</b>               |                    |                     |                    |
| <b>PERSONNEL</b>                    |                    |                     |                    |
| Salaries/Employees                  | \$621,177          | \$550,596           | \$592,179          |
| Salaries/Elected Officials          | \$187,650          | \$187,650           | \$163,564          |
| IDES                                | \$1                | \$1                 | \$1                |
| Social Security                     | \$59,783           | \$56,475            | \$57,814           |
| Municipal Retirement Fund           | \$61,920           | \$66,500            | \$67,554           |
| Health Insurance                    | \$335,676          | \$320,294           | \$342,714          |
| Dental Insurance                    | \$19,177           | \$9,212             | \$10,926           |
| Life Insurance                      | \$2,347            | \$1,381             | \$782              |
| Tuition Reimbursement               | \$1                | \$1                 | \$1                |
| <b>TOTAL PERSONNEL</b>              | <b>\$1,287,732</b> | <b>\$1,192,110</b>  | <b>\$1,235,535</b> |
| <b>CONTRACTUAL SERVICES</b>         |                    |                     |                    |
| Bookkeeping/Accounting Services     | \$37,108           | \$63,782            | \$63,782           |
| Audit Services                      | \$16,000           | \$16,000            | \$16,000           |
| Building-Grounds Maintenance        | \$21,963           | \$23,403            | \$21,963           |
| Community Information-Support       | \$1                | \$6,348             | \$1                |
| Conferences-Meetings                | \$633              | \$824               | \$633              |
| Dues-Subscriptions                  | \$3,883            | \$1,908             | \$3,883            |
| Web Site/Email Host                 | \$15,996           | \$20,364            | \$20,364           |
| Equipment Leasing-Maintenance       | \$20,661           | \$15,339            | \$20,661           |
| Computer Tech Support               | \$8,285            | \$8,390             | \$8,285            |
| Print Management                    | \$3,842            | \$4,136             | \$3,842            |
| General Insurance-Liability-Bond    | \$65,494           | \$79,250            | \$65,494           |
| Legal Services                      | \$105,379          | \$60,423            | \$90,000           |
| Mileage-Travel-Lodging Expense      | \$571              | \$37                | \$571              |
| Police Protection                   | \$39,600           | \$40,320            | \$40,000           |
| Postage                             | \$33,971           | \$21,640            | \$33,971           |
| Printing-Publishing                 | \$30,071           | \$21,916            | \$31,500           |
| Special Programs                    | \$2,307            | \$3,245             | \$3,245            |
| Staff Training                      | \$317              | \$30                | \$317              |
| Telecommunications                  | \$24,119           | \$25,862            | \$24,119           |
| Clean Up/Waste Hauler               | \$6,475            | \$7,860             | \$6,475            |
| Transportation/MaineLines           | \$3,700            | \$2,142             | \$3,700            |
| Utilities                           | \$22,505           | \$25,866            | \$25,866           |
| <b>TOTAL CONTRACTUAL SERVICES</b>   | <b>\$462,881</b>   | <b>\$449,085</b>    | <b>\$484,672</b>   |
| <b>COMMODITIES</b>                  |                    |                     |                    |
| Miscellaneous                       | \$66               | \$220               | \$66               |
| Office Supplies/Small Equipment     | \$12,347           | \$6,782             | \$12,347           |
| Operating Supplies-Maintenance      | \$9,637            | \$12,204            | \$9,637            |
| <b>TOTAL COMMODITIES</b>            | <b>\$22,050</b>    | <b>\$19,206</b>     | <b>\$22,050</b>    |
| <b>OTHER EXPENDITURES</b>           |                    |                     |                    |
| Code Enforcement Expense            | \$558              | \$131               | \$558              |
| Neighborhood Watch                  | \$3,455            | \$1                 | \$3,455            |
| Food Pantry                         | \$20,081           | \$22,646            | \$20,081           |
| Plan Commission                     | \$1                | \$1                 | \$1                |
| Maine Township Recovery Connections | \$50,000           | \$32,041            | \$40,000           |
| Vehicle Expense                     | \$2,826            | \$30                | \$2,826            |
| <b>TOTAL OTHER EXPENDITURES</b>     | <b>\$76,921</b>    | <b>\$54,850</b>     | <b>\$66,921</b>    |

|                      | 19-20<br><i>Actual</i> | 20-21 Est<br><i>Actual</i> | 21-22<br>Budget |
|----------------------|------------------------|----------------------------|-----------------|
| CAPITAL OUTLAY       |                        |                            |                 |
| Building             | \$1,924                | \$989                      | \$1,924         |
| Capital Fund Account | \$250,000              | \$250,000                  | \$250,000       |
| TOTAL CAPITAL OUTLAY | \$251,924              | \$250,989                  | \$251,924       |

|                      |             |             |           |
|----------------------|-------------|-------------|-----------|
| TOTAL ADMINISTRATION | \$2,101,508 | \$1,966,240 | 2,061,102 |
|----------------------|-------------|-------------|-----------|

## ASSESSOR

|                           |              |           |           |
|---------------------------|--------------|-----------|-----------|
| PERSONNEL                 |              |           |           |
| Salaries                  | \$190,069.00 | \$208,035 | \$208,035 |
| Social Security           | \$13,497.00  | \$15,914  | \$15,914  |
| Life Insurance            | \$515.00     | \$500     | \$500     |
| Dental Insurance          | \$4,833.00   | \$4,500   | \$4,500   |
| Municipal Retirement Fund | \$18,168.00  | \$24,107  | \$24,107  |
| Health Insurance          | \$120,638.00 | \$134,068 | \$134,068 |
| TOTAL PERSONNEL           | \$347,720    | \$387,124 | \$387,124 |

## CONTRACTUAL SERVICES

|                                |            |         |         |
|--------------------------------|------------|---------|---------|
| Conferences-Meetings           | \$812.00   | \$848   | \$848   |
| Cook County Assessor Tie-in    | \$1,025.00 | \$1,025 | \$1,025 |
| Dues-Subscriptions             | \$407.00   | \$200   | \$200   |
| Equipment Leasing-Maintenance  | \$1.00     | \$1     | \$1     |
| Mileage-Travel-Lodging Expense | \$984.00   | \$1,200 | \$1,200 |
| Postage                        | \$521.00   | \$400   | \$400   |
| Printing-Publishing            | \$380.00   | \$397   | \$397   |
| Sidwell Maps                   | \$510.00   | \$707   | \$707   |
| Staff Training                 | \$107.00   | \$116   | \$116   |
| TOTAL CONTRACTUAL SERVICES     | \$4,747    | 4,894   | 4,894   |

## COMMODITIES

|                                 |          |         |         |
|---------------------------------|----------|---------|---------|
| Miscellaneous                   | \$126.00 | \$1,200 | \$1,200 |
| Office Supplies/Small Equipment | \$1.00   | \$1,500 | \$1,500 |
| TOTAL COMMODITIES               | \$127    | \$2,700 | \$2,700 |

|                |           |           |           |
|----------------|-----------|-----------|-----------|
| TOTAL ASSESSOR | \$352,594 | \$394,718 | \$394,718 |
|----------------|-----------|-----------|-----------|

|                                 | 19-20<br>Actual | 20-21 Est<br>Actual | 21-22<br>Budget |
|---------------------------------|-----------------|---------------------|-----------------|
| <b>CLERK</b>                    |                 |                     |                 |
| PERSONNEL                       |                 |                     |                 |
| Salaries                        | \$112,461       | \$101,374           | \$98,420        |
| Social Security                 | \$8,356         | \$7,470             | \$7,299         |
| Municipal Retirement Fund       | \$12,563        | \$13,136            | \$13,100        |
| Health Insurance                | \$36,568        | \$32,454            | \$34,725        |
| Dental Insurance                | \$1,792         | \$267               | \$788           |
| Life Insurance                  | \$227           | \$93                | \$77            |
| TOTAL PERSONNEL                 | \$171,967       | \$154,794           | \$154,409       |
| CONTRACTUAL SERVICES            |                 |                     |                 |
| Conferences-Meetings            | \$1             | \$1                 | \$1             |
| Dues-Subscriptions              | \$313           | \$382               | \$313           |
| Print Management                | \$2,642         | \$3,266             | \$2,642         |
| Mileage-Travel-Lodging Expense  | \$27            | \$1                 | \$27            |
| Honor Flight                    | \$1,000         | \$1,000             | \$1,000         |
| Postage                         | \$12,109        | \$2,473             | \$6,000         |
| Printing-Publishing             | \$1,234         | \$105               | \$1,234         |
| Computer Tech Support           | \$6,240         | \$5,616             | \$6,240         |
| Staff Training                  | \$27            | \$1                 | \$1             |
| TOTAL CONTRACTUAL SERVICES      | \$23,593        | \$12,845            | \$17,458        |
| COMMODITIES                     |                 |                     |                 |
| Miscellaneous                   | \$21            | \$1                 | \$21            |
| Office Supplies/Small Equipment | \$518           | \$534               | \$600           |
| TOTAL COMMODITIES               | \$539           | \$535               | \$621           |
| <b>TOTAL CLERK</b>              | \$196,099       | \$168,174           | \$172,488       |

| <b>OFFICE OF EMERGENCY MANAGEMENT</b>       | <b>19-20<br/>Actual</b> | <b>20-21 Est<br/>Actual</b> | <b>21-22<br/>Budget</b> |
|---------------------------------------------|-------------------------|-----------------------------|-------------------------|
| <b>PERSONNEL</b>                            |                         |                             |                         |
| Salaries                                    | \$3,502                 | \$4,830                     | \$4,081                 |
| Social Security                             | \$267                   | \$398                       | \$312                   |
| Uniforms                                    | \$1                     | \$211                       | \$200                   |
| <b>TOTAL PERSONNEL</b>                      | <b>\$3,770</b>          | <b>\$5,439</b>              | <b>\$4,593</b>          |
| <b>CONTRACTUAL SERVICES</b>                 |                         |                             |                         |
| Conferences/Meetings                        | \$1                     | \$1                         | \$1                     |
| Dues/Subscriptions                          | \$112                   | \$1                         | \$305                   |
| Equipment Leasing                           | \$1                     | \$1                         | \$0                     |
| Citizen Corps Program                       | \$1                     | \$1                         | \$0                     |
| Utilities                                   | \$3,772                 | \$2,600                     | \$3,772                 |
| Computer Tech Support                       | \$1                     | \$1                         | \$0                     |
| Postage                                     | \$1                     | \$1                         | \$0                     |
| Printing/Publishing                         | \$458                   | \$1                         | \$0                     |
| Special Programs                            | \$1                     | \$1                         | \$100                   |
| Special Events                              | \$1                     | \$1                         | \$100                   |
| Telecommunications                          | \$2,175                 | \$2,342                     | \$2,042                 |
| Staff Training                              | \$1                     | \$1                         | \$1                     |
| <b>TOTAL CONTRACTUAL SERVICES</b>           | <b>\$6,525</b>          | <b>\$4,952</b>              | <b>\$6,321</b>          |
| <b>COMMODITIES</b>                          |                         |                             |                         |
| Miscellaneous                               | \$1                     | \$1                         | \$0                     |
| Office Supplies/Small Equipment             | \$928                   | \$233                       | \$233                   |
| Operating Supplies                          | \$1                     | \$1                         | \$100                   |
| Disaster Operations Supplies                | \$200                   | \$1                         | \$100                   |
| <b>TOTAL COMMODITIES</b>                    | <b>\$1,130</b>          | <b>\$236</b>                | <b>\$433</b>            |
| <b>OTHER EXPENDITURES</b>                   |                         |                             |                         |
| Volunteer Insurance                         | \$591                   | \$723                       | \$723                   |
| Vehicle Expense                             | \$1,788                 | \$2,146                     | \$2,146                 |
| <b>TOTAL OTHER EXPENDITURES</b>             | <b>\$2,379</b>          | <b>\$2,869</b>              | <b>\$2,869</b>          |
| <b>CAPITAL OUTLAY</b>                       |                         |                             |                         |
| Building                                    | \$315                   | \$1,101                     | \$1,300                 |
| <b>TOTAL CAPITAL OUTLAY</b>                 | <b>\$315</b>            | <b>\$1,101</b>              | <b>\$1,300</b>          |
| <b>TOTAL OFFICE OF EMERGENCY MANAGEMENT</b> | <b>\$14,119</b>         | <b>\$14,597</b>             | <b>\$15,516</b>         |

| <b>MAINESTAY YOUTH AND FAMILY SERVICES</b>       | <b>19-20<br/>Actual</b> | <b>20-21 Est<br/>Actual</b> | <b>21-22<br/>Budget</b> |
|--------------------------------------------------|-------------------------|-----------------------------|-------------------------|
| <b>PERSONNEL</b>                                 |                         |                             |                         |
| Salaries                                         | \$325,653               | \$302,624                   | \$297,227               |
| Social Security                                  | \$23,766                | \$23,554                    | \$22,737                |
| Municipal Retirement Fund                        | \$36,015                | \$40,658                    | \$40,185                |
| Health Insurance                                 | \$179,186               | \$138,222                   | \$147,897               |
| Dental Insurance                                 | \$6,044                 | \$2,059                     | \$2,928                 |
| Life Insurance                                   | \$1,144                 | \$612                       | \$309                   |
| <b>TOTAL PERSONNEL</b>                           | <b>\$571,808</b>        | <b>\$507,729</b>            | <b>\$511,283</b>        |
| <b>CONTRACTUAL SERVICES</b>                      |                         |                             |                         |
| Community Education                              | \$88                    | \$1                         | \$50                    |
| Summer Youth Camp                                | \$3,590                 | \$1                         | \$1                     |
| Garage Sale                                      | \$640                   | \$1                         | \$1                     |
| Conferences-Meetings                             | \$537                   | \$1                         | \$537                   |
| Dues-Subscriptions/Licensures                    | \$1,707                 | \$1,805                     | \$3,400                 |
| Print Management                                 | \$2,642                 | \$2,642                     | \$2,642                 |
| General Insurance-Liability-Bond                 | \$1,032                 | \$1,150                     | \$959                   |
| Mileage-Travel-Lodging Expense                   | \$2,119                 | \$157                       | \$1,000                 |
| Postage                                          | \$410                   | \$96                        | \$96                    |
| Printing-Publishing                              | \$1,586                 | \$576                       | \$576                   |
| Special Programs                                 | \$9,040                 | \$1,886                     | \$2,622                 |
| Computer Tech Support                            | \$6,240                 | \$6,240                     | \$6,240                 |
| Consultation/Staff Training                      | \$1,899                 | \$1,070                     | \$1,070                 |
| <b>TOTAL CONTRACTUAL SERVICES</b>                | <b>\$31,530</b>         | <b>\$15,626</b>             | <b>\$19,194</b>         |
| <b>COMMODITIES</b>                               |                         |                             |                         |
| Training Manuals/Books                           | \$287                   | \$136                       | \$250                   |
| Miscellaneous                                    | \$1                     | \$1                         | \$1                     |
| Office Supplies/Small Equipment                  | \$2,430                 | \$1,585                     | \$1,585                 |
| <b>TOTAL COMMODITIES</b>                         | <b>\$2,718</b>          | <b>\$1,722</b>              | <b>\$1,836</b>          |
| <b>OTHER EXPENDITURES</b>                        |                         |                             |                         |
| Youth Recreation Fund                            | \$2,329                 | \$1                         | \$1                     |
| <b>TOTAL OTHER EXPENDITURES</b>                  | <b>\$2,329</b>          | <b>\$1</b>                  | <b>\$1</b>              |
| <b>TOTAL MAINESTAY YOUTH AND FAMILY SERVICES</b> | <b>\$608,385</b>        | <b>\$525,078</b>            | <b>\$532,314</b>        |



| <b>MAINSTREAMERS SENIOR SERVICES</b>       | <b>19-20<br/>Actual</b> | <b>20-21 Est<br/>Actual</b> | <b>21-22<br/>Budget</b> |
|--------------------------------------------|-------------------------|-----------------------------|-------------------------|
| <b>PERSONNEL</b>                           |                         |                             |                         |
| Salaries                                   | \$283,248               | \$288,537                   | \$297,554               |
| Social Security                            | \$21,218                | \$22,000                    | \$22,762                |
| Municipal Retirement Fund                  | \$31,445                | \$39,630                    | \$40,229                |
| Health Insurance                           | \$108,257               | \$108,821                   | \$116,438               |
| Dental Insurance                           | \$4,624                 | \$1,435                     | \$3,407                 |
| Life Insurance                             | \$859                   | \$575                       | \$387                   |
| <b>TOTAL PERSONNEL</b>                     | <b>\$449,651</b>        | <b>\$460,998</b>            | <b>\$480,777</b>        |
| <b>CONTRACTUAL SERVICES</b>                |                         |                             |                         |
| Conferences-Meetings                       | \$257                   | \$1                         | \$257                   |
| Dues-Subscriptions                         | \$75                    | \$90                        | \$75                    |
| Mileage-Travel-Lodging Expense             | \$100                   | \$1                         | \$100                   |
| Postage                                    | \$7,426                 | \$6,221                     | \$7,426                 |
| Printing-Publishing                        | \$6,209                 | \$4,057                     | \$6,209                 |
| Special Programs                           | \$3,439                 | \$2,472                     | \$3,000                 |
| Computer Tech Support                      | \$6,240                 | \$6,240                     | \$6,240                 |
| Print Management                           | \$2,942                 | \$2,648                     | \$2,942                 |
| Telecommunications                         | \$29                    | \$66                        | \$29                    |
| <b>TOTAL CONTRACTUAL SERVICES</b>          | <b>\$26,717</b>         | <b>\$21,796</b>             | <b>\$26,278</b>         |
| <b>COMMODITIES</b>                         |                         |                             |                         |
| Office Supplies/Small Equipment            | \$2,156                 | \$1,078                     | \$1,900                 |
| <b>TOTAL COMMODITIES</b>                   | <b>\$2,156</b>          | <b>\$1,078</b>              | <b>\$1,900</b>          |
| <b>TOTAL MAINSTREAMERS SENIOR SERVICES</b> | <b>\$478,524</b>        | <b>\$483,872</b>            | <b>\$508,955</b>        |

|                                  | <b>19-20<br/>Actual</b> | <b>20-21 Est<br/>Actual</b> | <b>21-22<br/>Budget</b> |
|----------------------------------|-------------------------|-----------------------------|-------------------------|
| Mental Health/Community Services | \$442,740               | 522,766                     | <b>440,025</b>          |
| <b>TOTAL TOWN FUND</b>           | <b>\$4,193,969</b>      | <b>4,075,445</b>            | <b>4,125,118</b>        |

| <b>GENERAL ASSISTANCE FUND</b>         | <b>19-20<br/>Actual</b> | <b>20-21 Est<br/>Actual</b> | <b>21-22<br/>Budget</b> |
|----------------------------------------|-------------------------|-----------------------------|-------------------------|
| BEGINNING BALANCE                      |                         |                             | \$1,505,603             |
| ESTIMATED REVENUES                     |                         |                             |                         |
| Property Tax                           | \$0                     | \$0                         | \$0                     |
| Social Security Reimbursement          | \$40,695                | \$11,266                    | \$15,000                |
| Interest Income                        | \$6,926                 | \$4,393                     | \$4,393                 |
| Energy Assistance Revenue              | \$16,338                | \$3,202                     | \$18,000                |
| Miscellaneous                          | \$1,007                 | \$0                         | \$1                     |
| <b>TOTAL ESTIMATED REVENUES</b>        | <b>\$64,966</b>         | <b>\$18,861</b>             | <b>\$37,394</b>         |
| <b>TOTAL ESTIMATED FUNDS AVAILABLE</b> |                         |                             | <b>\$1,542,997</b>      |
| BUDGETED EXPENDITURES                  |                         |                             |                         |
| Administration                         | \$438,252               | \$442,905                   | \$460,632               |
| Home Relief                            | \$169,748               | \$174,489                   | \$178,280               |
| <b>TOTAL ESTIMATED EXPENDITURES</b>    | <b>\$608,000</b>        | <b>\$617,394</b>            | <b>\$638,912</b>        |
| <b>ENDING BALANCE</b>                  |                         |                             | <b>904,085</b>          |

#### ADMINISTRATION

|                           |                  |                |                  |
|---------------------------|------------------|----------------|------------------|
| PERSONNEL                 |                  |                |                  |
| Salaries                  | \$256,202        | 258,015        | \$266,553        |
| IDES                      | \$1              | 1              | \$1              |
| Social Security           | \$19,117         | 20,000         | \$20,350         |
| Municipal Retirement Fund | \$28,429         | 35,433         | \$35,965         |
| Health Insurance          | \$94,491         | 96,061         | \$102,785        |
| Dental Insurance          | \$2,757          | 1,946          | \$3,398          |
| Life Insurance            | \$859            | 576            | \$387            |
| Tuition Reimbursement     | \$1              | 1              | \$1              |
| <b>TOTAL PERSONNEL</b>    | <b>\$401,857</b> | <b>412,033</b> | <b>\$429,440</b> |

#### CONTRACTUAL SERVICES

|                                   |                 |               |               |
|-----------------------------------|-----------------|---------------|---------------|
| Conferences-Meetings              | \$89            | 1             | \$89          |
| Accounting Services               | \$8,938         | 5,822         | \$5,822       |
| Dues-Subscriptions                | \$0             | 1             | \$1           |
| Print Management                  | \$4,072         | 4,442         | \$4,442       |
| General Insurance-Liability-Bond  | \$7,144         | 6,979         | \$6,979       |
| Hearing Officer                   | \$1             | 1             | 1             |
| Legal Services                    | \$1             | 1             | 1             |
| Mileage-Travel-Lodging Expense    | \$602           | 1             | 602           |
| Postage                           | \$2,545         | 1,553         | 1,500         |
| Printing-Publishing               | \$2,629         | 225           | 1,500         |
| Computer Tech Support             | \$6,240         | 6,240         | 6,240         |
| Staff Training                    | \$270           | 0             | 150           |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$32,531</b> | <b>25,266</b> | <b>27,327</b> |

|                               | 19-20<br>Actual  | 20-21 Est<br>Actual | 21-22<br>Budget  |
|-------------------------------|------------------|---------------------|------------------|
| COMMODITIES                   |                  |                     |                  |
| Miscellaneous                 | \$1              | \$1                 | \$1              |
| Office Supplies/Sm. Equipment | \$1,514          | \$2,785             | \$1,514          |
| TOTAL COMMODITIES             | \$1,514          | \$2,786             | \$1,515          |
| CAPITAL OUTLAY                |                  |                     |                  |
| Computer Software Development | \$2,350          | \$2,350             | \$2,350          |
| TOTAL CAPITAL OUTLAY          | \$2,350          | \$2,820             | \$2,350          |
| <b>TOTAL ADMINISTRATION</b>   | <b>\$438,252</b> | <b>\$442,905</b>    | <b>\$460,632</b> |

#### HOME RELIEF

|                              |           |           |           |
|------------------------------|-----------|-----------|-----------|
| CONTRACTUAL SERVICES         |           |           |           |
| Medical Services             | \$422     | \$414     | \$414     |
| Ambulance-Paramedic Service  | \$1       | \$1       | \$1       |
| Client Utilities             | \$11,650  | \$9,379   | \$11,650  |
| Dental Services              | \$1       | \$1       | \$1       |
| Emergency Assistance Program | \$1,295   | \$990     | \$1,295   |
| Food                         | \$48,000  | \$54,000  | \$54,000  |
| Funeral and Burial Services  | \$1       | \$1       | \$200     |
| Client Health Insurance      | \$1       | \$1       | \$0       |
| Prescription Drugs           | \$1,741   | \$483     | \$1,500   |
| Catostrophic Med. Insurance  | \$5,100   | \$5,100   | \$5,100   |
| Shelter-Rent                 | \$76,839  | \$77,966  | \$77,966  |
| TOTAL CONTRACTUAL SERVICES   | \$145,051 | \$148,336 | \$152,127 |

|                     |          |          |          |
|---------------------|----------|----------|----------|
| COMMODITIES         |          |          |          |
| Personal Essentials | \$24,682 | \$26,152 | \$26,152 |
| Transient           | \$15     | \$1      | \$1      |
| TOTAL COMMODITIES   | \$24,697 | \$26,153 | \$26,153 |

|                          |                  |                  |                  |
|--------------------------|------------------|------------------|------------------|
| <b>TOTAL HOME RELIEF</b> | <b>\$169,748</b> | <b>\$174,489</b> | <b>\$178,280</b> |
|--------------------------|------------------|------------------|------------------|

|                                      |                  |                  |                  |
|--------------------------------------|------------------|------------------|------------------|
| <b>TOTAL GENERAL ASSISTANCE FUND</b> | <b>\$608,000</b> | <b>\$617,394</b> | <b>\$638,912</b> |
|--------------------------------------|------------------|------------------|------------------|

|                                   |                    |                    |                    |
|-----------------------------------|--------------------|--------------------|--------------------|
| <b>1. GENERAL TOWN FUND</b>       | <b>\$4,193,969</b> | <b>\$4,075,445</b> | <b>\$4,125,118</b> |
| <b>2. GENERAL ASSISTANCE FUND</b> | <b>\$608,000</b>   | <b>\$617,394</b>   | <b>\$638,912</b>   |
| <b>TOTAL</b>                      | <b>\$4,801,969</b> | <b>\$4,692,839</b> | <b>\$4,764,030</b> |

|                                       | 19-20<br><i>Actual</i> | 20-21 Est<br><i>Actual</i> | 21-22<br>Budget        |
|---------------------------------------|------------------------|----------------------------|------------------------|
| <b>1. GENERAL TOWN FUND</b>           | \$4,193,969            | \$4,075,445                | <b>\$4,125,118</b>     |
| 1A. MAINSTREAMERS PROGRAM FEES*       | \$407,624              | \$57,300                   | <b>\$57,300</b>        |
| 1B. CAPITAL FUND**                    | \$250,000              | \$250,000                  | <b>\$250,000</b>       |
| <b>ADJUSTED GENERAL TOWN FUND</b>     | <b>\$4,351,593</b>     | <b>\$3,882,745</b>         | <b>\$3,932,418</b>     |
| <br><b>2. GENERAL ASSISTANCE FUND</b> | <br><b>\$608,000</b>   | <br><b>\$617,394</b>       | <br><b>\$638,912</b>   |
| <br><b>TOTAL APPROPRIATIONS</b>       | <br><b>\$4,959,593</b> | <br><b>\$4,500,139</b>     | <br><b>\$4,571,330</b> |

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectfully in Section 1 and Section 2 constituting the total appropriations & ending balance the amount of \$(4,571,330) Four million five hundred and seventy one three hundred and thirty for the fiscal year March 1, 2021 to February 28, 2022 and that Section 3 shall be and is the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force effect from and after this date.

Section 4: A certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

Adopted in a meeting assembled on February 23, 2021 by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois pursuant to a roll call vote as follows:

AYE      NAY      ABSENT      \_\_\_\_\_

AYE      NAY      ABSENT      \_\_\_\_\_

AYE      NAY      ABSENT      \_\_\_\_\_

AYE      NAY      ABSENT      \_\_\_\_\_  
Trustees

AYE      NAY      ABSENT      \_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Clerk

**MAINE TOWNSHIP ROAD DISTRICT  
DRAFT COPY BUDGET & APPROPRIATION ORDINANCE FOR 2021-2022  
ORDINANCE 2021 RB-1**

of the Town of Maine Road District located in the County of Cook, State of Illinois,  
for the fiscal year beginning March 1, 2021 and ending February 28, 2022

NOW BE IT ORDAINED by the Board of Trustees of the Town of Maine Road District, County of Cook, State of Illinois, in meeting assembled as follows:

SECTION 1: That the following budget containing an estimate of receipts and expenditures for the GENERAL ROAD FUND, PERMANENT ROAD FUND, EQUIPMENT AND BUILDING FUND, SOCIAL SECURITY FUND, INSURANCE FUND AND ILLINOIS MUNICIPAL RETIREMENT FUND is hereby adopted as the budget of this Road District for the fiscal year mentioned above and shall be in full force and effect from and after this date.

**1. GENERAL ROAD FUND**

|                                                |                   |                  |                           |
|------------------------------------------------|-------------------|------------------|---------------------------|
| BEGINNING BALANCE                              | March 1, 2021     |                  | \$1,823,234               |
| ESTIMATED REVENUES                             |                   |                  |                           |
| Property Tax                                   | \$800,000         | \$ 800,000       |                           |
| <b>TOTAL ESTIMATED REVENUES</b>                |                   | <b>\$800,000</b> |                           |
| <b>TOTAL ESTIMATED FUNDS AVAILABLE</b>         |                   |                  | <b><u>\$2,623,234</u></b> |
| BUDGETED EXPENDITURES                          |                   |                  |                           |
| 1.1. Administration                            |                   | \$287,678        |                           |
| 1.2. Maintenance                               |                   | \$429,500        |                           |
| <b>TOTAL EXPENDITURES / APPROPRIATIONS</b>     |                   | <b>\$717,178</b> | <b><u>\$717,178</u></b>   |
| ENDING BALANCE                                 | February 28, 2022 |                  | \$1,906,056               |
| <b>TOTAL APPROPRIATIONS AND ENDING BALANCE</b> |                   |                  | <b>\$2,623,234</b>        |

## 1.1. ADMINISTRATION

### PERSONNEL

|                        |                  |                  |
|------------------------|------------------|------------------|
| Salaries               | \$66,560         |                  |
| Health Insurance       | \$143,000        |                  |
| Life Insurance         | \$1,200          |                  |
| Dental Insurance       | \$5,000          |                  |
| <b>TOTAL PERSONNEL</b> | <b>\$215,760</b> | <b>\$215,760</b> |

### CONTRACTUAL SERVICES

|                                   |                 |                 |
|-----------------------------------|-----------------|-----------------|
| Alcohol and Drug Testing          | \$540           |                 |
| Payroll Service                   | \$4,577         |                 |
| Accounting Services               | \$2,000         |                 |
| Conferences & Meetings            | \$50            |                 |
| Dues / Subscriptions              | \$550           |                 |
| Legal Services                    | \$6,000         |                 |
| Mileage / Travel Expense          | \$100           |                 |
| Postage                           | \$175           |                 |
| Printing / Publishing             | \$6,500         |                 |
| Telephone                         | \$6,500         |                 |
| Training                          | \$400           |                 |
| <b>TOTAL CONTRACTUAL SERVICES</b> | <b>\$27,392</b> | <b>\$27,392</b> |

### COMMODITIES

|                          |                |                |
|--------------------------|----------------|----------------|
| Office Supplies          | \$1,500        |                |
| <b>TOTAL COMMODITIES</b> | <b>\$1,500</b> | <b>\$1,500</b> |

### OTHER EXPENDITURES

|                                 |                 |                 |
|---------------------------------|-----------------|-----------------|
| Miscellaneous Charges           | \$300           |                 |
| Municipal Replacement Tax       | \$39,726        |                 |
| <b>TOTAL OTHER EXPENDITURES</b> | <b>\$40,026</b> | <b>\$40,026</b> |

### CAPITAL OUTLAY

|                             |                |                |
|-----------------------------|----------------|----------------|
| Office Equipment            | \$3,000        |                |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>\$3,000</b> | <b>\$3,000</b> |

|                             |  |                  |
|-----------------------------|--|------------------|
| <b>TOTAL ADMINISTRATION</b> |  | <b>\$287,678</b> |
|-----------------------------|--|------------------|

## 1.2. MAINTENANCE

### PERSONNEL

|                 |           |           |
|-----------------|-----------|-----------|
| Salaries        | \$130,000 |           |
| Uniforms        | \$3,000   |           |
| TOTAL PERSONNEL | \$133,000 | \$133,000 |

### CONTRACTUAL SERVICES

|                                   |           |           |
|-----------------------------------|-----------|-----------|
| Building Maintenance              | \$4,000   |           |
| Equipment Leasing and Maintenance | \$85,000  |           |
| Utilities                         | \$9,000   |           |
| Rentals                           | \$2,000   |           |
| Tree Removal & Spraying           | \$16,000  |           |
| Tree Replacement Program          | \$1,000   |           |
| Landfill Charges                  | \$500     |           |
| Street Lighting                   | \$58,000  |           |
| TOTAL CONTRACTUAL SERVICES        | \$175,500 | \$175,500 |

### COMMODITIES

|                                          |           |           |
|------------------------------------------|-----------|-----------|
| Gasoline / Oil                           | \$22,000  |           |
| Building & Operating Supplies / Material | \$7,000   |           |
| Maintenance Equipment & Small Tools      | \$8,000   |           |
| Supplies (Equipment)                     | \$20,000  |           |
| Supplies for the Road                    | \$4,000   |           |
| Supplies for Snow Removal                | \$60,000  |           |
| TOTAL COMMODITIES                        | \$121,000 | \$121,000 |

|                   |  |                         |
|-------------------|--|-------------------------|
| TOTAL MAINTENANCE |  | <b><u>\$429,500</u></b> |
|-------------------|--|-------------------------|



## 2. PERMANENT ROAD FUND

|                                         |                   |                         |
|-----------------------------------------|-------------------|-------------------------|
| BEGINNING BALANCE                       | March 1, 2021     | \$777,157               |
| ESTIMATED REVENUES                      |                   |                         |
| Property Tax                            | \$809,000         |                         |
| TOTAL ESTIMATED FUNDS REVENUES          | \$809,000         | \$809,000               |
| TOTAL ESTIMATED FUNDS AVAILABLE         |                   | \$1,586,157             |
| BUDGETED EXPENDITURES                   |                   |                         |
| PERSONNEL                               |                   |                         |
| Labor                                   | \$300,000         |                         |
| TOTAL PERSONNEL                         | \$300,000         | \$300,000               |
| CONTRACTUAL SERVICES                    |                   |                         |
| Maintenance (Roads)                     | \$425,000         |                         |
| Drainage                                | \$8,000           |                         |
| Engineering Services                    | \$25,000          |                         |
| Landfill Charges                        | \$10,000          |                         |
| Project Expenses                        | \$3,000           |                         |
| TOTAL CONTRACTUAL SERVICES              | \$471,000         | \$471,000               |
| COMMODITIES                             |                   |                         |
| Supplies for the Roads                  | \$35,000          |                         |
| TOTAL COMMODITIES                       | \$35,000          | \$35,000                |
| TOTAL EXPENDITURES / APPROPRIATIONS     |                   | <b><u>\$806,000</u></b> |
| ENDING BALANCE                          | February 28, 2022 | \$780,157               |
| TOTAL APPROPRIATIONS AND ENDING BALANCE |                   | \$1,586,157             |

### 3. EQUIPMENT & BUILDING FUND

|                   |               |          |
|-------------------|---------------|----------|
| BEGINNING BALANCE | March 1, 2021 | \$50,112 |
|-------------------|---------------|----------|

#### ESTIMATED REVENUES

|                          |            |           |           |
|--------------------------|------------|-----------|-----------|
| Property Tax             |            | \$100,000 |           |
| Replacement Tax          | \$88,814   |           |           |
| Less: Municipal Share    | - \$39,726 |           |           |
| Road & District (Net)    | \$49,088   | \$49,088  |           |
| Interest Income          |            | \$3,618   |           |
| Other Income             |            | \$55,780  |           |
| Permit Income            |            | \$14,068  |           |
| TOTAL ESTIMATED REVENUES |            | \$222,554 | \$222,554 |

|                                 |                         |
|---------------------------------|-------------------------|
| TOTAL ESTIMATED FUNDS AVAILABLE | <b><u>\$272,666</u></b> |
|---------------------------------|-------------------------|

#### BUDGETED EXPENDITURES

##### CAPITAL OUTLAY

|                                     |           |                         |
|-------------------------------------|-----------|-------------------------|
| Equipment                           | \$170,000 |                         |
| Building                            | \$15,000  |                         |
| Off Site Storage                    | \$22,000  |                         |
| TOTAL EXPENDITURES / APPROPRIATIONS | \$207,000 | <b><u>\$207,000</u></b> |

|                |                   |          |
|----------------|-------------------|----------|
| ENDING BALANCE | February 28, 2022 | \$65,666 |
|----------------|-------------------|----------|

|                                       |           |
|---------------------------------------|-----------|
| TOTAL APPROPRIATIONS & ENDING BALANCE | \$272,666 |
|---------------------------------------|-----------|

### 4. SOCIAL SECURITY FUND

|                   |               |          |
|-------------------|---------------|----------|
| BEGINNING BALANCE | March 1, 2021 | \$61,055 |
|-------------------|---------------|----------|

#### ESTIMATED REVENUES

|                          |          |          |
|--------------------------|----------|----------|
| Property Tax             | \$38,625 |          |
| Interest Income          | \$0      |          |
| TOTAL ESTIMATED REVENUES | \$38,625 | \$38,625 |

|                                 |                        |
|---------------------------------|------------------------|
| TOTAL ESTIMATED FUNDS AVAILABLE | <b><u>\$99,680</u></b> |
|---------------------------------|------------------------|

#### BUDGETED EXPENDITURES

##### PERSONNEL

|                                     |          |                        |
|-------------------------------------|----------|------------------------|
| Social Security Tax                 | \$37,500 |                        |
| TOTAL EXPENDITURES / APPROPRIATIONS | \$37,500 | <b><u>\$37,500</u></b> |

|                |                   |          |
|----------------|-------------------|----------|
| ENDING BALANCE | February 28, 2022 | \$62,180 |
|----------------|-------------------|----------|

|                                       |          |
|---------------------------------------|----------|
| TOTAL APPROPRIATIONS & ENDING BALANCE | \$99,680 |
|---------------------------------------|----------|

|                                              |                   |                          |
|----------------------------------------------|-------------------|--------------------------|
| <b>5. INSURANCE FUND</b>                     |                   |                          |
| BEGINNING BALANCE                            | March 1, 2021     | \$26,958                 |
| ESTIMATED REVENUES                           |                   |                          |
| Property Tax                                 | \$51,000          |                          |
| Interest Income                              | \$0               |                          |
| TOTAL ESTIMATED REVENUES                     | \$51,000          | \$51,000                 |
| TOTAL ESTIMATED FUNDS AVAILABLE              |                   | <b><u>\$77,958</u></b>   |
| BUDGETED EXPENDITURES                        |                   |                          |
| PERSONNEL                                    |                   |                          |
| Workmen's Compensation                       | \$19,112          |                          |
| Unemployment Insurance                       | \$535             |                          |
| TOTAL PERSONNEL                              | \$19,647          | \$19,647                 |
| CONTRACTUAL SERVICES                         |                   |                          |
| General / Liability Insurance                | \$38,019          |                          |
| TOTAL CONTRACTUAL SERVICES                   | \$38,019          | \$38,019                 |
| TOTAL EXPENDITURES / APPROPRIATIONS          |                   | <b><u>\$57,666</u></b>   |
| ENDING BALANCE                               | February 28, 2022 | \$20,292                 |
| TOTAL APPROPRIATIONS & ENDING BALANCE        |                   | \$77,958                 |
| <b>6. ILLINOIS MUNICIPAL RETIREMENT FUND</b> |                   |                          |
| BEGINNING BALANCE                            | March 1, 2021     | (\$152,811)              |
| ESTIMATED REVENUES                           |                   |                          |
| Property Tax                                 | \$103,500         |                          |
| TOTAL ESTIMATED REVENUES                     | \$103,500         | \$103,500                |
| TOTAL ESTIMATED FUNDS AVAILABLE              |                   | <b><u>(\$49,311)</u></b> |
| BUDGETED EXPENDITURES                        |                   |                          |
| Early Retirement Incentive                   | \$1,000           |                          |
| IMRF                                         | \$64,000          |                          |
| TOTAL PERSONNEL                              | \$65,000          | \$65,000                 |
| TOTAL EXPENDITURES / APPROPRIATIONS          |                   | <b><u>\$65,000</u></b>   |
| ENDING BALANCE                               | February 28, 2022 | (\$114,311)              |
| TOTAL APPROPRIATIONS & ENDING BALANCE        |                   | (\$49,311)               |

Section 2: That there is hereby appropriated for Road District purposes:

FOR FISCAL YEAR ENDING 02/28/2022 BY FUND

|                                       |             |
|---------------------------------------|-------------|
| 1. GENERAL ROAD FUND                  | \$717,178   |
| 2. PERMANENT ROAD FUND                | \$806,000   |
| 3. EQUIPMENT & BUILDING FUND          | \$207,000   |
| 4. SOCIAL SECURITY FUND               | \$37,500    |
| 5. INSURANCE FUND                     | \$57,666    |
| 6. ILLINOIS MUNICIPAL RETIREMENT FUND | \$65,000    |
| TOTAL APPROPRIATIONS                  | \$1,890,344 |

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectively in Section 1 constituting the total appropriations in the amount of One million, eight hundred ninety thousand, three hundred forty-four dollars (\$1,890,344) for the fiscal year March 1, 2021 to February 28, 2022, and that Section 2 shall be and is the annual Appropriation Ordinance of the Road District, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

Section 4: A certified copy of the Budget and Appropriation Ordinance must be filed with the Cook County Clerk within 30 days after adoption.

Adopted by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois in meeting assembled on the 25th of May 2021, pursuant to a roll call vote as follows:

| BOARD OF TRUSTEES    | AYE   | NAY   | ABSENT |
|----------------------|-------|-------|--------|
| _____                | _____ | _____ | _____  |
| _____                | _____ | _____ | _____  |
| _____                | _____ | _____ | _____  |
| _____                | _____ | _____ | _____  |
| _____                | _____ | _____ | _____  |
| Supervisor           |       |       |        |
| _____                |       |       |        |
| Highway Commissioner |       |       |        |
| _____                |       |       |        |
| Township Clerk       |       |       |        |

**AMENDMENT TO RESIDENTIAL  
REFUSE, RECYCLING AND YARD  
WASTE CONTRACT**

This Amendment to Residential Refuse, Recycling, and Yard Waste Contract ("Amendment") is entered into as of February \_\_, 2021 ("Effective Date"), between Maine Township, Illinois ("Township"), and Allied Waste Services of North America, LLC, a Delaware Limited Liability Corporation d/b/a Republic Services of Mount Prospect ("Contractor").

**Recitals**

A. Township and Contractor entered into a Residential Refuse, Recycling, and Yard Waste Contract, dated March 22, 2016, the ("Contract")

B. Township and Contractor have now agreed to extend the term of the Agreement and modify certain terms as set forth below.

**Agreement**

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree to the following terms and conditions:

1. Term. Section 11 of the Contract is hereby deleted in its entirety and replaced with the following:

This Agreement begins on April 1, 2016 and will expire on September 30, 2021 unless otherwise terminated in accordance with the terms of this Contract.

2. Pricing Exhibit A. Township and Contractor agree that all pricing set forth in Exhibit A, for Year 5, April 1, 2020 to March 31, 2021 shall be increased by four percent (4%) beginning April 1, 2021 and shall remain in effect until September 30, 2021.

3. Capitalized Terms. Capitalized terms used but not otherwise defined in this Amendment shall have the meanings assigned to them in the Contract.

4. Continuing Effect. Except as expressly modified or amended by this Amendment, all terms and provisions of the Contract shall remain in full force and effect. In the case of a conflict in meaning between the Contract and this Amendment, this Amendment shall prevail.

5. Counterparts. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original and all of which combined shall constitute one and the same instrument. Facsimile and/or electronic copies of the parties' signatures shall be valid and treated the same as original signatures.

*Signature page to follow*

IN WITNESS WHEREOF, the parties have entered into this Amendment to be effective as of the Effective Date.

**CONTRACTOR:**

**TOWNSHIP:**

ALLIED WASTE SERVICES OF NORTH AMERICA, LLC

MAINE TOWNSHIP, ILLINOIS

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

NOTICE  
MAINE TOWNSHIP

REQUEST FOR PROPOSALS

Notice is hereby given that Maine Township is accepting proposals for residential solid waste collection services, recycling services, landscape waste collection and disposal services and the billing of residents in the unincorporated area of Maine Township. The waste collected shall be disposed of at a permitted facility of the Hauler's choice.

There are approx. 3,000 households consisting of approximately 1,700 single-family households and approximately 1,300 multi-family households (defined as townhomes/row houses with 8 units or less) within the unincorporated area of Maine Township.

The Township is seeking proposals for the following services:

- Solid waste collection weekly from single-family households
- Solid waste collection weekly from multi-family households with 8 units or less
- Recycling services weekly from both single-family households and multi-family households with 8 units or less
- Landscape waste collection
- Collection and recycling of white goods
- Collection of household/bulk items
- Educational Component

Starting on February 17, specification will be available for pickup, at Maine Township Town Hall, 1700 Ballard Rd., Park Ridge, Illinois 60068 and on our website at [www.mainetown.com](http://www.mainetown.com). Sealed proposals will be due at Maine Township Town Hall, Attn: Clerk Peter Gialamas, no later than 9:30 am on March 16, 2021.

Maine Township reserves the right to reject any and all proposals and to accept any proposal if, in the judgement of the Maine Township Board, the best interest of the Township is promoted.

By order of:

Laura J. Morask  
Maine Township Supervisor

Peter Gialamas  
Maine Township Clerk

**REQUEST FOR PROPOSAL**

**SOLID WASTE COLLECTION AND RECYCLING SERVICES**

**February 17, 2021**

**BY ORDER OF:**

**LAURA J. MORASK**

**SUPERVISOR**

**MAINE TOWNSHIP**



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**SECTION G    PROPOSAL FORM**

## **SECTION A: General Information**

Maine Township's boundaries contain portions of Des Plaines, Glenview, Morton Grove, Niles, Park Ridge and Rosemont. The Township also contains unincorporated portions in Des Plaines, Glenview and Niles. Housing in the unincorporated area consists primarily of single-family buildings, townhomes/row houses, condominiums and apartment buildings.

An Ordinance was adopted on September 28, 2004 by the Maine Township Supervisor and Board of Trustees determining that an Exclusive Solid Waste and Recycling Franchise for single -family and multi-family buildings (defined as townhomes/row houses of eight (8) units or less) in the unincorporated area of Maine Township would be in the best interest of both the Township and its residents. Condominiums and apartment buildings are not included in the aforesaid Ordinance nor are these buildings included in this RFP.

## **SECTION B: Service Specifications**

The selected Hauler, under all collection alternatives, shall collect solid waste, recyclables and landscape waste curbside at least once per week from all single-family households. Collection of solid waste, recyclables and landscape waste from townhomes/row houses shall be at least once per week either curbside where such units are suited for curbside collection or in other areas where feasible, such as an alley.

Term: The Township is requesting proposals for a term of 4 years, 5 years and 7 years to determine the term length that is in the best interest of both the Township and its residents.

The contract will commence on October 1, 2021 and terminate respectively on September 30, 2025 (4-year selection) September 30, 2026 (5-year selection) or September 30, 2028 (7-year selection).

**1.0 Single-Family Solid Waste Collection and Disposal with Cart:** The selected Hauler shall collect solid waste from single-family households once a week and shall be responsible for purchasing, delivering and maintaining the carts over the term of the contract. The Township is also requesting the price with a senior discount.

**2.0 Multi-Family Solid Waste Collection and Disposal with Cart:** The selected Hauler shall collect solid waste from multi-family households (defined as townhomes/row houses with eight (8) units or less) once a week and shall be responsible for purchasing, delivering and maintaining the carts over the term of the contract. The Township is also requesting the price with a senior discount.

**3.0 Recycling Services:** The selected Hauler shall collect at the curb once a week and process recyclable materials set out by the residents. The Township is seeking proposals for the collection of recyclables with the Hauler being responsible for providing carts or collection bins. The Township is also requesting the price with a senior discount.

**4.0 Landscape Waste Collection:** The selected Hauler shall collect all landscape waste once a week. All landscape materials shall be placed in biodegradable paper yard waste bags not exceeding fifty (50) pounds in weight or in bundles securely tied not exceeding five feet in length, two feet in diameter and fifty (50) pounds in weight. Each yard waste bag and bundle shall have one sticker affixed. Stickers will be provided to the Township by the selected Hauler and will be available for purchase from the Township only. Landscape waste shall be collected during the period from April 1<sup>st</sup> through December 15<sup>th</sup>.

**5.0 White Goods Collection:** The selected Hauler shall collect White Goods as defined in Section 22.28 of the Illinois Environmental Protection Act on the same day as solid waste is collected from the resident and the Hauler shall propose the price thereof.

**6.0 Bulk Items Collection:** The selected Hauler shall collect one household/bulk item per week free of charge from the resident and the Hauler shall propose the price thereof.

**7.0 Educational Component:** The selected Hauler shall offer educational hours for community/events on recycling and sustainability awareness.

**8.0 Contingencies for Termination:** The contract shall include a clause allowing the Township to terminate the Agreement prior to its expiration.

**9.0 Billing Information:** The selected Hauler shall bill all residents directly for the services provided. The selected Hauler will also be solely responsible for collecting all fees billed directly to residents. The Township is requesting a rebate on a quarterly basis based on the previous quarter's collected revenue for curbside and dumpster refuse and recycling collection. This rebate is to be mailed directly to the Township.

**SECTION C: Map of the Proposed Service Area (last page). Please note that the unincorporated areas of Maine Township are “white” in color.**

#### **SECTION D: Submission Information**

An intent to submit must be emailed to Administrator Dayna Berman at [dberman@mainetown.com](mailto:dberman@mainetown.com) by March 16, 2021. All questions should be emailed to [dberman@mainetown.com](mailto:dberman@mainetown.com), and the questions and answers will be shared with those who have submitted their intent respond to the proposal.

Please provide a brief history of your company, including how long you have been in business, your insurance coverage and how many municipalities and/or government agencies you serve.

Proposals in a sealed envelope must be submitted no later than 9:30 a.m. on March 16, 2021, addressed to:

Clerk Peter Gialamas  
Town of Maine  
1700 Ballard Rd.  
Park Ridge, Illinois 60068

Proposals will be accepted in person at the Clerk's Office at the above address Monday through Friday between the hours of 9:00 a.m. and 5:00p.m.

#### **SECTION E: Evaluation Criteria**

This RFP is an invitation to submit a proposal and does not commit the Township to choose any Respondent or enter a contract with any entity. Each Respondent is responsible for its own costs of responding, of the proposal review process, and of the contracting process.

The Township reserves the right to:

- refuse any proposal which does not substantially comply with the service requirements
- reject any proposal with or without cause and without explaining the rejection
- cancel the proposal process
- negotiate a Contract with any, all, or none of the Respondents

The Township reserves the right to meet with each Respondent, inspect Respondent's facilities and equipment, and observe Respondent's operations.

After the selection process has ended, all proposals and any supporting documentation and materials submitted will be public information and made available in accordance with the Illinois Freedom of Information Act. If a Respondent believes any document or material is exempt from disclosure under the Freedom of Information Act (5 ILCS 140/1, et seq.), it may inform the Township in writing of the exact document and/or material and the applicable exemption. The

In evaluating each proposal, in addition to the cost of services, the Township will examine each Respondent's:

1. Ability, capacity and skill to perform the Service;
2. Character, integrity, reputation, judgment, experience and efficiency; and
3. Financial resources and ability to provide the service.

The Township is looking for the provider who is well-equipped, competent, and experienced in the provision of like hauling services, with a good reputation in the surrounding area, and whose proposal is most advantageous to Township residents. Although price is a factor in evaluating the proposal, the contract will not necessarily go to the lowest bidder.

## **SECTION F: Contract**

General conditions that must be included in any contract with the selected Hauler are described in general terms below. The Township reserves the right to require additional provisions in any contract with the selected Hauler. A final agreement will be negotiated with the selected Hauler.

**1.0 Employment Practices Issues:** If Hauler fails to comply with any provision of the Equal Employment Opportunity Act, The Americans with Disabilities Act (ADA), the Illinois Human Rights Act, or the Human Rights Commission's Rules and Regulations for Public Contracts, the Hauler may be ineligible for future contracts or subcontracts, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

**2.0 Insurance:** Hauler must procure and maintain for the duration of the Contract and at its own expense insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the services. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois and having rating not less than "A" or better, as described in the AM Best Rating Guide. Hauler must maintain limits no less than:

1. Comprehensive General Liability: \$5,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage.
2. Automobile Liability: \$5,000,000 combined single limit per accident for bodily injury and property damage.
3. Workers Compensation and Employers' Liability: Workers Compensation limits as required by the Labor Code of the State of Illinois and Employers Liability limits of \$1,000,000 per accident.

Maine Township, its officers, employees, agents, and volunteers shall be named as additional insureds on all insurance policies and Hauler shall provide certificates of insurance to the Township.

**3.0 Bond:** Hauler shall furnish a letter of credit or bond payable to the Township in the form of a faithful performance bond, secured by a surety company acceptable to the Township in an amount equal to one-fifth (1/5) of the estimated amount of the hauler's total compensation for the first year of the contract. The surety company providing the faithful performance bond shall be a minimum policyholder's rating of A+ and a minimum financial rating of AAA and in all other respects is acceptable to the Township.

**4.0 Indemnities:** Hauler shall indemnify and hold harmless the Township, its officers, elected and appointed officials, employees, agents, and volunteers ("Indemnitees") from any and all liability, losses or damages, including attorney's fees and costs of defense, the Indemnitees may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature, including worker's compensation claims, in any way resulting from or arising out of the operations of Hauler under the Contract, including operations of subcontractors; and Hauler shall, at its own expense, appear, defend and pay all fees of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and, if any judgments shall be rendered against the Indemnitees in any such action, Hauler shall, at its own expense, satisfy and discharge same. Hauler expressly understands and agrees that any performance bond or insurance protection required by Hauler, or otherwise provided by Hauler, shall in no way limit the responsibility to indemnify, keep and hold harmless, and defend the Indemnitees as herein provided.

**5.0: Assignment/Sub-contractors:** Contract will not be assignable by Hauler. Hauler will be required to perform the services with its own employees, not with subcontractors.

**6.0: Single Point-of-Contact:** The Hauler will provide a single point-of-contact to the Township who will be responsible for addressing any issues that arise and providing detailed responses on how issues have been addressed.

**7.0 Reporting:** Contract will require quarterly reporting on customer usage and on customer service, including complaints received and their resolution.

**8.0 Property Damage:** Contract will require Hauler to take all reasonable precautions to protect public and private property, to report any damage caused to Township, and to repair damaged property to original condition.

**9.0 Law, Taxes, Fees:** Contract will require Hauler to comply with all applicable laws and regulations, pay all taxes applicable to the Services, and pay all fees.



**10.0 Default/Penalties:** Contract will contain detailed service requirements. Hauler's failure to meet these requirements will result in remediation, penalties, and/or termination.

**11.0 Disasters:** Contract will require Hauler to provide special/extra services if a natural disaster results in the need for waste removal.

**12.0 Billing:** Hauler will be responsible for billing and collecting from all residences and businesses for all services provided

SECTION G: Maine Twp. RFP for Solid Waste Collection & Recycling Services

Proposal Form

Please specify the percentage of the quarterly rebate:

Four (4) Year Option

|     |                                                                 | YEAR 1 |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 2 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 3 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 4 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |

#### Five (5) Year Option

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
|     |                                                                 | YEAR 1 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 2 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 3 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 4 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 5 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |

#### Seven (7) Year Option

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
|     |                                                                 | YEAR 1 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 2 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 3 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 4 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 5 |                 |

|     |                                                                 |        |                 |
|-----|-----------------------------------------------------------------|--------|-----------------|
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 6 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |
|     |                                                                 |        |                 |
|     |                                                                 | YEAR 7 |                 |
| 1.0 | Single-Family Solid Waste Collection & Disposal w/ cart         | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 2.0 | Multi-Family Solid Waste Collection & Disposal w/cart           | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 3.0 | Recycling Service (Carts or Collection Bins)                    | \$     | Household/month |
|     | Price with Senior Discount                                      | \$     | Household/month |
| 4.0 | Landscape Waste Collection (Price of sticker per bag or bundle) | \$     |                 |
| 5.0 | White Goods Collection                                          | \$     | Per Item        |
| 6.0 | Bulk Items Collection (first item free)                         | \$     | Per item        |





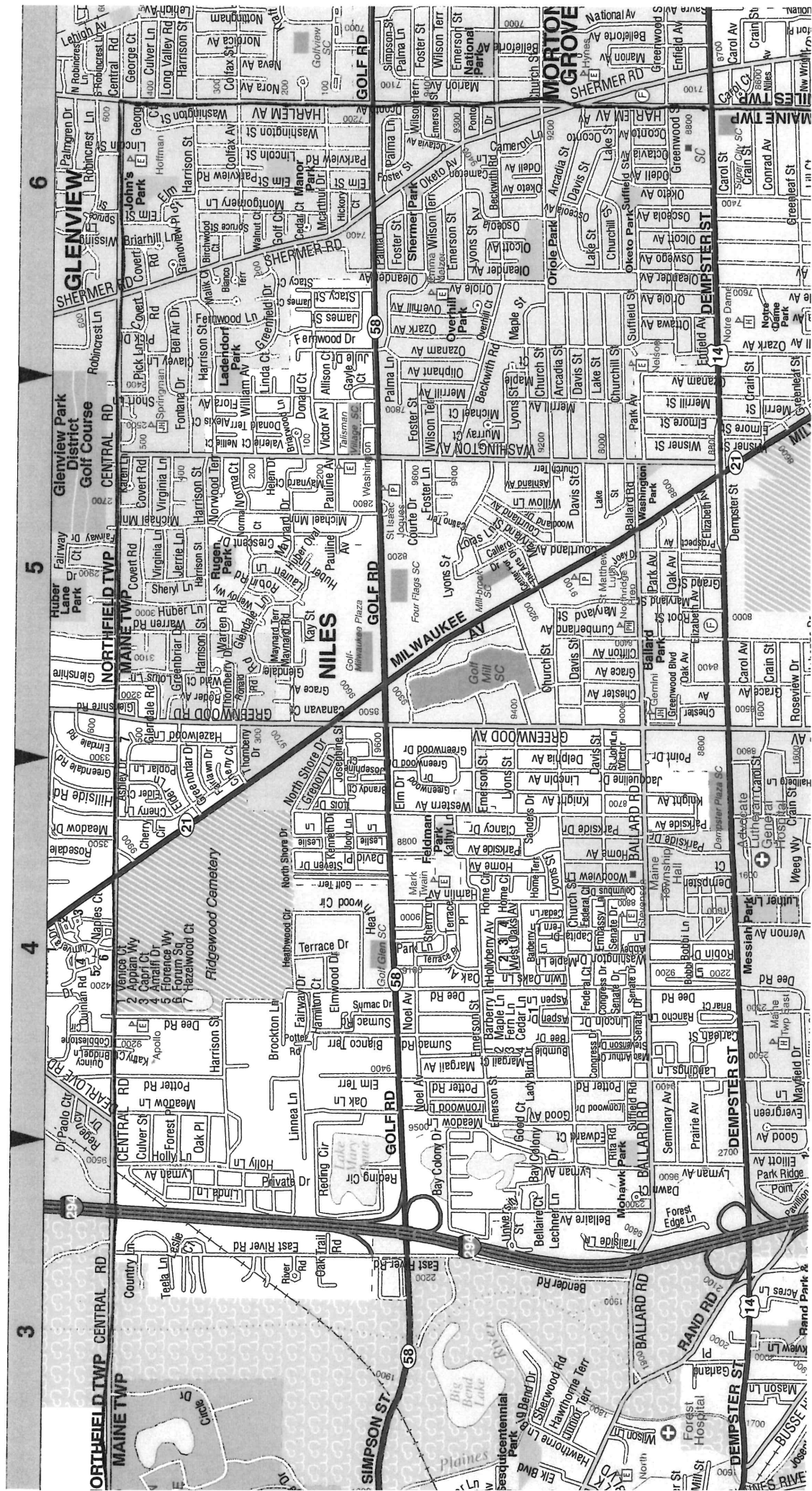
**Supervisor**  
Laura J. Morask

**Clerk**  
Peter Gialamas

**Assessor**  
Susan Moylan Krey

**Highway Commissioner**  
Walter Kazmierczak

**Trustees**  
Kimberly Jones  
David A. Carrabotta, Esq.  
Claire R. McKenzie  
Susan Kelly Sweeney



## **Ordinance No. 2021-1**

AN ORDINANCE abating a portion of the tax heretofore levied December 2020  
for township and general assistance purposes of Maine  
Township, Cook County, Illinois.

**WHEREAS**, the Board of Trustees (the "Board") of Maine Township, Cook County, Illinois (The "District"), by an Ordinance adopted on the 22nd day of December, 2020, Ordinance No. 2019-5 TAX LEVY ORDINANCE FOR MAINE TOWNSHIP ("2020" Levy Ordinance"); and

**WHEREAS**, duly certified copies of the 2020 Levy Ordinance were filed in the office of the County Clerk of Cook County, Illinois (the "County Clerk"); and

**WHEREAS**, the Maine Township has funds arising from other sources, those funds being the reserve money in the bank as of January 31, 2021 totaling \$6,644,499 in the Town Fund and \$1,505,603 in the General Assistance Fund, which may lawfully be used to pay operational expenses and therefore desires by Ordinance to direct the County Clerk to abate a portion of said levies;

**WHEREAS**, Township Code 60 ILCS 1-85-65 mandates that Township funds, excluding the Township's capital fund, shall not exceed an amount equal to or greater than 2.5 times the annual average expenditure of the previous 3 fiscal years;

**WHEREAS**, the Board has determined and does hereby determine that it is necessary and in the best interests of the Townships that a portion of the taxes heretofore levied for the year 2020 for township and general assistance purposes be abated;

NOW, THEREFORE, Be It and It is Hereby Ordained by the Board of Trustees of Maine Township, Cook County, Illinois as follows:

*Section 1. Incorporation of Preamble.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and corrected does incorporate them into this Ordinance by this reference.

*Section 2. Abatement of Taxes.* The taxes heretofore levied in the 2020 Levy Ordinance shall be abated as follows:

| <u>FUND</u>                   | <u>AMOUNT<br/>LEVIED IN 2020</u> | <u>AMOUNT TO BE<br/>ABATED BY THIS<br/>ORDINANCE</u> | <u>REMAINDER<br/>OF TAX TO BE<br/>EXTENDED</u> |
|-------------------------------|----------------------------------|------------------------------------------------------|------------------------------------------------|
| <b>TOWN FUND</b>              | \$3,048,227                      | \$1,500,000                                          | \$1,548,227                                    |
| <b>GENERAL<br/>ASSISTANCE</b> | \$ 206,822                       | \$ 206,822                                           | 0                                              |
| <b>TOTAL</b>                  | \$3,255,049                      | \$1,706,822                                          | \$1,548,227                                    |

*Section 3. Filing of Ordinance.* Forthwith upon the adoption of this Ordinance, the Secretary of the Board shall file a verified copy hereof with the County Clerk, and it shall be the duty of the County Clerk to abate said taxes levied in the December 2020 Ordinance in accordance with the provisions hereof and as shown in Section 3 herein above.

*Section 4. Effective Date.* This Ordinance shall be in full force and effect forthwith upon its adoption.

|                                     |       |       |
|-------------------------------------|-------|-------|
| Adopted _____, 2021                 | AYE   | NAY   |
| _____                               | _____ | _____ |
| Laura Morask, Supervisor            |       |       |
| _____                               | _____ | _____ |
| David Carrabotta, Esq. Trustee      |       |       |
| _____                               | _____ | _____ |
| Kimberly Jones Trustee              |       |       |
| _____                               | _____ | _____ |
| Attest: Claire R. McKenzie, Trustee |       |       |
| _____                               | _____ | _____ |
| Peter Gialamas, Clerk               |       |       |
| _____                               | _____ | _____ |
| Susan Kelly Sweeney, Trustee        |       |       |



**Susan Moylan Krey**

---

**Supervisor**  
Laura J. Morask

**Clerk**  
Peter Gialamas

**Assessor**  
Susan Moylan Krey

**Highway Commissioner**  
Walter Kazmierczak

**Trustees**  
Kimberly Jones  
David A. Carrabotta, Esq.  
Claire R. McKenzie  
Susan Kelly Sweeney

**GENERAL OFFICES**  
1700 Ballard Rd.  
Park Ridge, IL 60068  
847-297-2510  
847-297-1335 Fax

**HIGHWAY  
DEPARTMENT**  
1401 Redeker Rd.  
Des Plaines, IL 60016  
847-297-5225  
847-297-8723 Fax

February 17, 2021

The Assessor is now open for exemptions.

The CCAO sent out 3 different forms:

- 1) Blue form you are automatically to receive exemption.
- 2) Purple form a new purchase
- 3) Gold form you will not receive the exemption and will need to reapply. There is some glitch in the system that is knocking out many of our seniors that have been receiving exemptions for years.

To our dismay and that of our residents, the CCAO decided not to put out exemption forms this year. Every exemption needs to be done DocuSign. Not only did we have to produce a waiver to hold the Township harmless, this application taking a significant time to submit.

Talking with the Board of Review, we will not be receiving the results from those appeals until the end of April.

A reminder that the 1<sup>st</sup> installment tax bills are due by May 3<sup>rd</sup> without penalty.

Respectfully,

Susan Moylan-Krey



**Peter Gialamas**

Clerk

**CLERK'S SERVICES FOR THE YEAR 2021**

|                      |                                                                                          |
|----------------------|------------------------------------------------------------------------------------------|
| Supervisor           | Laura J. Morask                                                                          |
| Clerk                | Peter Gialamas                                                                           |
| Assessor             | Susan Moylan Krey                                                                        |
| Highway Commissioner | Walter Kazmierczak                                                                       |
| Trustees             | Kimberly Jones<br>David A. Carrabotta, Esq.<br>Claire R. McKenzie<br>Susan Kelly Sweeney |
| General Offices      | 1700 Ballard Road<br>Park Ridge, Illinois 60068<br>847-297-2510<br>847-297-1335 Fax      |
| Highway Department   | 1401 Redeker Road<br>Des Plaines, Illinois 60016<br>847-297-5225<br>847-297-8723 Fax     |

| Month     | Voter Registr. | Handic. Cards | Hunting & Fishing | RTA Passes | Passport Applic. | Neighbor Neighbor | Notary Public | Garbage Stickers | Mainelines Tickets | TOTAL |
|-----------|----------------|---------------|-------------------|------------|------------------|-------------------|---------------|------------------|--------------------|-------|
| January   | 0              | 0             | 0                 | 0          | 125              | 330               | 1             | 14               | 0                  | 470   |
| February  | 3              | 3             | 0                 | 34         | 358              | 0                 | 13            | 15               | 135                | 561   |
| March     | 4              | 1             | 0                 | 22         | 253              | 0                 | 14            | 4                | 50                 | 348   |
| April     | 0              | 4             | 7                 | 14         | 126              | 0                 | 10            | 10               | 30                 | 201   |
| May       | x              | x             | x                 | x          | x                | x                 | x             | 241              | 40                 | 281   |
| June      | x              | 1             | x                 | x          | x                | x                 | x             | 320              | x                  | 321   |
| July      | 2              | 0             | 10                | 7          | 104              | 444               | 16            | 131              | 70                 | 784   |
| August    | 47             | 1             | 10                | 5          | 87               | 0                 | 31            | 114              | 0                  | 295   |
| September | 8              | 0             | 0                 | 10         | 112              | 0                 | 26            | 78               | 53                 | 287   |
| October   | 18             | 2             | 2                 | 3          | 73               | 0                 | 5             | 84               | 40                 | 227   |
| November  | 0              | 2             | 7                 | 3          | 126              | 470               | 15            | 116              | 15                 | 754   |
| December  | 1              | 0             | 5                 | 0          | 62               | 0                 | 12            | 197              | 40                 | 317   |
| December  | 0              | 4             | 5                 | 2          | 79               | 330               | 23            | 43               | 40                 | 526   |
| TOTAL     | 83             | 18            | 46                | 100        | 1,380            | 1,244             | 165           | 1,353            | 513                | 4,902 |

\* The numbers in the second row indicate services provided in the year 2020

## MAINSTREAMERS HIGHLIGHTS

January 2021

Marie Dachniwsky, Director

During the month of January we continued our virtual programs via Zoom. We had a variety of programs, such as, Monday Bingo, Tuesday Zoom Trivia or Coffee Talk, and Thursday Day at the Races. On Fridays we offer an "Anything Goes Program" which this month consisted of a comedy hour filled with Jokes, a trivia game of Anagrams, PowerPoint presentation of What Came First, and everyone's favorite game Family Feud.

Knowing that the winter months would be tough on our members we offered an additional variety of programs and special events on Zoom.

We started off January with a "Craft in a Bag" Wintery Owl Wreath on Zoom. We purchased and prepared all craft supplies in individual bags for members to pick up from the township. We then hosted a Zoom program while 15 members socialized while working on their craft at home.

On January 12th, we hosted a Zoom presentation; *The Beatles: Their History in One Hour*, presented by Gary Wenstrup, Music historian. With performance and video clips the presenter was able to trace the arc of The Beatles' career from their development in Liverpool, through Beatlemania, into their psychedelic phase and finally their dissolution. Over 46 members joined us on Zoom which brought back tons of memories, not to mention a lot of singing.

Anne Shimojima, a professional story teller, on January 26, presented: Laughs Around the World. Folk tales from the world's oral traditions have carried the wisdom and humor of the human experience through the ages. Ann told the stories that made everyone chuckle. Classic tales from Japan, China, Europe, and the United States that reminded the 44 members who participated that humor will always help in any situation (especially this year with Covid) or at least make the journey a lot more fun.

We also offered a few free introductory classes for Yoga, Zumba Gold, Matter of Balance, and Memoir Writing on Zoom. Members were able to try some of these classes to determine if the class would be beneficial for them prior to signing up and paying. We are now offering Zumba Gold and Matter of Balance on a weekly basis for our members to stay active indoors during this cold and trying time.

MAINSTREAMERS 2021 STATISTICAL REPORT - JANUARY

|                                                    | NO. OF PARTICIPANTS | YEAR TO DATE | INCOME      | EXPENSES | TOTAL      |
|----------------------------------------------------|---------------------|--------------|-------------|----------|------------|
| <b>RECREATIONAL PROGRAMS</b>                       |                     |              |             |          |            |
| Bingo (Monthly)                                    | 76                  | 76           | \$0.00      | \$35.00  | (\$35.00)  |
| Day at the Races (Monthly)                         | 38                  | 38           | \$0.00      | \$40.00  | (\$40.00)  |
| Movie of the Month (Monthly)                       |                     |              |             |          | \$0.00     |
| Pinochle Tournament/Social                         |                     |              |             |          | \$0.00     |
| Women's/Mens Breakfast (Alternating Months)        |                     |              |             |          | \$0.00     |
| Twilight Dining Outing (Alternating Months)        |                     |              |             |          | \$0.00     |
| Fishing Events/Banquet (6 Times a Year)            |                     |              |             |          | \$0.00     |
| Intergenerational Fishing Outing (Twice a Year)    |                     |              |             |          |            |
| Book Review (3-Times a Year)                       |                     |              |             |          | \$0.00     |
| Craft Class - Wintery Owl Wreath                   | 15                  | 15           | \$225.00    | \$166.17 | \$58.83    |
| <b>HEALTH/INFORMATIVE</b>                          |                     |              |             |          |            |
| Intro to Memoir Writing                            | 9                   | 9            | \$0.00      | \$50.00  | (\$50.00)  |
| <b>FITNESS CLASSES</b>                             |                     |              |             |          |            |
| Senior Aerobics (8 week sessions)                  |                     |              |             |          | \$0.00     |
| Yoga (8 Week Sessions)                             |                     |              |             |          | \$0.00     |
| Zumba Gold (8 Week Sessions)                       | 13                  | 13           | \$0.00      | \$60.00  | (\$60.00)  |
| Chair Yoga (8 Week Sessions)                       |                     |              |             |          | \$0.00     |
| Matter of Balance Exercise Class                   |                     |              |             |          | \$0.00     |
| <b>CLASSES/PROGRAMS</b>                            |                     |              |             |          |            |
| Computer Class (Alternating Months)                |                     |              |             |          | \$0.00     |
| Matter of Balance (8 Week Class- Bi- Yearly)       |                     |              |             |          | \$0.00     |
| Rules of the Road (3- Times a Year)                |                     |              |             |          | \$0.00     |
| Defensive Driving Course (Held Quarterly)          |                     |              |             |          | \$0.00     |
| <b>LUNCHEONS</b>                                   |                     |              |             |          |            |
| <b>ANNUAL SPECIAL EVENTS</b>                       |                     |              |             |          |            |
| <b>MISCELLANEOUS EVENTS</b>                        |                     |              |             |          |            |
| The Beatles/ Laughs Around the World               | 90                  | 90           | \$0.00      | \$0.00   | \$0.00     |
| Coffee Talk/Trivia                                 | 29                  | 29           | \$0.00      | \$25.00  | (\$25.00)  |
| Anything Goes Fridays                              | 33                  | 33           | \$0.00      | \$0.00   | \$0.00     |
| <b>DAY TRIPS</b>                                   |                     |              |             |          | \$0.00     |
| <b>LONG DISTANCE TRIPS</b>                         |                     |              |             |          | \$0.00     |
| <b>SENIOR MAILING (Bi-Monthly)</b>                 |                     |              |             |          | \$0.00     |
| <b>NEWCOMERS PRESENTATION (Alternating months)</b> |                     |              |             |          | \$0.00     |
| <b>ADVISORY COUNCIL MEETING (Held Quarterly)</b>   |                     |              |             |          |            |
| <b>TOTAL</b>                                       | 303                 | 303          | \$225.00    | \$376.17 | (\$151.17) |
| Misc. Expenditures                                 |                     |              |             |          | \$0.00     |
| <b>NEW MEMBERS</b>                                 | 7                   | 7            | Average Age | 70 y/o   | (\$151.17) |





# MAINESTREAMERS-CONNECT

Maine Township, 1700 Ballard Road, Park Ridge, IL 60068 - (847) 297-2510

*Dear Members,*

I hope you are all having a nice holiday season even though it may be a little different. We hope that you always remember your extended family - the MaineStreamers! Here is a toast to the future, a toast to the past and a toast to our MaineStreamer family. May this coming year bring us all back together to share wonderful memories, laughter, and new friendships!

We continue to do Zoom programs and are hosting many wonderful special programs, which are in this newsletter. All our programs can be found on our website: <https://mainetown.com>, under MaineStreamers. If you have any questions on navigating Zoom please call us at 847-297-2510. We are here to assist you.

I would like to congratulate one of our MaineStreamers, Alberta, for being awarded the "Senior Volunteer of the Year" award by ITASCSC, Illinois Township Association of Senior Citizens' Services Committees. Alberta has been a member for over 21 years and over the last 9 months, with much grace and patience, has dedicated herself to helping other members learn and navigate Zoom. The MaineStreamers are pleased to honor Alberta with the Senior Volunteer Award!



On behalf of the MaineStreamers, I would like to wish our MaineStreamer family a Happy Healthy New Year!

Marie Dachniwsky, Director



## Did You Know....?

### A Hidden Buddhist Garden has a home in Old Town.

A little peace and beauty can be found in the heart of Old Town. The Legacy Garden at the Midwest Buddhist Temple is located on a quiet residential street, tucked away from the nearby retail and entertainment. The Temple was founded in 1944 by "resettlers," Japanese Americans who relocated to Chicago after release from World War II incarceration camps. The present temple was built in 1971 and the Legacy Garden was created March, 2014 and work was completed June, 2014. The Legacy Garden is "an oasis of peace and inspiration for the Buddhist community and public alike," says its designer, world renowned landscaper Hoichi Kurisu.

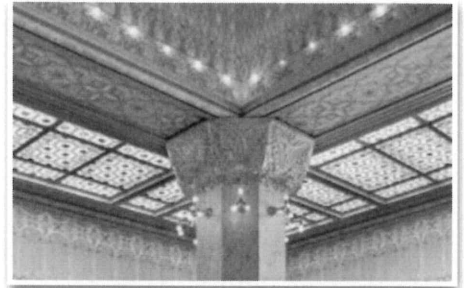
During the construction of the garden, trees were planted, shaped and pruned. The garden also has boulders, set into place by a 30-ton crane. These boulders are especially important in representing the topographical features of Shinran Shonin's walk from Mt. Hiei to the people in the Japanese villages as he spread the teachings of Shin Buddhism. Other features include trees planted by the temple's first and second generation Japanese-Americans who founded the temple, a hand crafted stone bowl, marble and slate from the highlands China and blue glazed roof tiles from Japan. A final piece is a Japanese cedar gate at the edge of the garden. The garden is usually open to visitors on the 1st Sunday of every month.





## A Demolished Architectural Treasure Hidden in the Art Institute

The Art Institute has about 1.5 million annual visitors and yet many who stumble on an elegant, empty room tucked on the museum's east side have no idea they've entered an architectural treasure. The seven- thousand-square-foot room was originally built in 1894 as part of the Chicago Stock Exchange by the famous team of Louis Sullivan and Dankmar Adler. In 1972 the building was slated for demolition. The Art Institute hired architect John Vinci to reconstruct the Trading Room into a new Art Institute wing. This was Vinci's first major restoration project as an independent architect, and it remains one of his most audacious commissions. Today, the Trading Room is a reflective space to admire the details that were almost lost. The colorful stenciling was restored one inch at a time to reveal intricate, organic patterns that were in the room. The Chicago Stock Exchange Trading Room is a pure example of Chicago's modern design legacy, and thanks to the preservationists, we all get to enjoy this renewed collection.



## Chicago is home to a Button Museum

"I Like Ike". "I Love New York". We have all seen these buttons. Since 1995, the Busy Beaver Button Co. has been manufacturing and selling custom pinback buttons in Logan Square. Busy Beaver is also the home of the world's only dedicated button museum. Sibling owners, Christen and Joel Carter opened the museum in 2010 to showcase their growing twenty-thousand-button personal collection. The button collection tells a story of pop culture, from the prohibition buttons, punk band propaganda to political buttons. The oldest button in their collection is a 1789 souvenir button marking George Washington's inauguration. It is amazing how much history is packed into this store front.



## Laugh Corner

- A recent study has found women who carry a little extra weight live longer than men who mention it.
- Kids today don't know how easy they have it. When I was young, I had to walk 9 feet through shag carpet to change the TV Channel.
- John and Shirley went into the city to visit a shop: When they came out of the shop a police officer was writing out a parking ticket. They went up to him and said, "Come on, how about giving a senior citizen a break?" The officer ignored them and continued writing the ticket. John called him a \*%#\$%#. The officer glared at him and started writing another ticket for having worn-out tires. So now Shirley, the wife, called him #\$@%\*#! The officer finished the second ticket and put it on the windshield with the first one. This went on for about 20 minutes. The more John and Shirley abused the officer, the more tickets he wrote. He finally finished writing the tickets, sneered at them and walked away. Just then the coach bus arrived and John and Shirley got on and went home.
- Ate salad for dinner. Mostly croutons and tomatoes. Really just one big round crouton covered with tomato sauce, and cheese. FINE, it was pizza... Ok, I ate a whole pizza! Are you happy now?

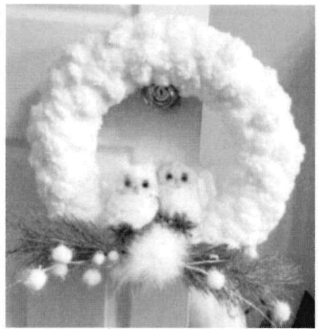


## Directions/Instructions for Virtual Classes & Programs on Zoom

We are offering the following virtual programs on Zoom. To access these programs visit our website: <https://mainetown.com/departments/mainstreamers/> Click on "Activities" under special events or Zoom Class Programs. If you would like to join us for any of these programs and are not familiar with Zoom, please call the MaineStreamers and we can talk you through the steps.

### January & February Classes on Zoom

#### Craft in a Bag on Zoom - Wintery Owl Wreath



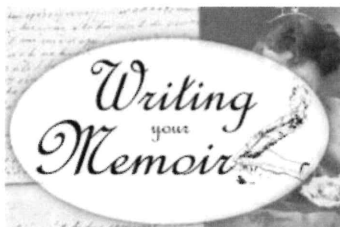
Capture the ambience of winter by creating your own Winter Owl Wreath! More and more people are hanging wreaths to decorate and celebrate the seasons, not just holidays. Crafting talent not needed, just the desire to have fun and make something beautiful. The kit will be put together for you and will include all supplies and instructions needed, with curbside pickup at Town Hall. Then join the other crafters on a Zoom class while we assemble our wreaths. Curbside pickup will be by appointment after registration and payment is made.

Max. # of participants is 15

If you would like to register for this class please call, 847-297-2510 Ext. 252

**Class Held Monday, Jan. 5th - 1:00 p.m. - 2:00 p.m. - Cost: \$15.00**

#### Memoir Writing Introductory Zoom Class



If you would like to explore memoir writing, Karen Larsen of Generation Connection can show you how. Imagine finding a manuscript written by your great-grandfather that detailed where he lived, who he loved, what he did for a living, and what things were important to him. It would be like sitting down and getting to know him. Discover how you can leave a legacy like that for the ones you love.

If you would like to register for this class please call, 847-297-2510 Ext. 244

**Free Introductory Memoir Writing Zoom Class - Jan. 6th - 1:00 p.m. - 2:00 p.m.**

**Classes will be held Wednesdays, Jan. 13th - Feb. 24th - 1:00 p.m. - 2:30 p.m.**

**Cost: \$38.00 (7-Week Class)**

#### Zumba Gold Introductory Zoom Class



Zumba Gold is BACK for the MaineStreamers. Join Regina Mundt on Zoom for this free introductory low impact, cardio dance fitness party class. The design of the class introduces easy-to-follow Zumba choreography that focuses on balance, range of motion and coordination. Come ready to sweat, and prepare to finish empowered and strong. Class focuses on all elements of physical fitness: cardiovascular, muscular conditioning, flexibility, balance, and provides the added bonus of a mental health boost!

If you would like to register for this class please call, 847-297-2510 Ext. 252

**Free Introductory Zoom Program - Jan. 11th. - 10:30 a.m. - 11:30 a.m.**

**Classes will be held Mondays, January 25th to February 22nd - 1:00 p.m. to 2:00 p.m.**

**Cost: \$24.00 (4- Week Class - Jan. 25, Feb. 1, 8, 15)**



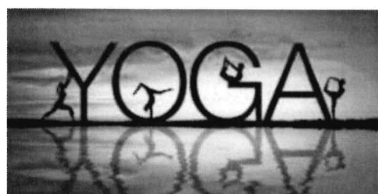
### **Matter of Balance Exercise Introductory Zoom Class**

Many older adults experience concerns about falling and may restrict their activities. Matter of Balance is an award-winning program designed to improve fall awareness and to increase general activity levels. This program also emphasizes practical strategies to lessen risk of falling. This class is specifically designed for participants who have **already completed** the Matter of Balance Class (8-week program). You will continue exercising weekly via Zoom in a group setting. To participate in the class, you will need to register ahead of time and a Zoom link will be emailed to you directly.

If you would like to register for this class please call, 847-297-2510 Ext. 252

**Free Introductory Matter of Balance Exercise Class - Jan. 6th - 10:00 a.m. - 11:00 a.m.**  
**Classes will be held Wednesdays, Jan. 13th - 10:00 a.m. - 11:00 a.m.**  
**Cost: \$12.00 (6-Week Class)**

### **Yoga Introductory Zoom Class**



Join us from the comfort of your home for a free introductory Hatha yoga Class which deals with each region of the body, gradually loosening bound joints, tight muscles, and connective tissue. Providing training in posture and deepening relaxation, concentration, and body control. This class is taught at a relaxed pace integrating breath work with deliberate muscle elongation, toning, and balance instructed by Diane McDonald, MianeStreamers, Yoga Instructor for over 25 years.

If you would like to register for this class please call, 847-297-2510 Ext. 275

**Free Introductory Yoga Class - Jan. 11th - 2:00 p.m. - 2:30 p.m.**  
**Class Held Mondays, January 25th to February 15th - 2:00 p.m. to 2:30 p.m.**  
**Cost: \$20.00 (4-Week Class, no class on Feb. 15th) Min. Students: 5**

### **Kitchen Hacks & Tricks**



Come and share 3 of your hidden kitchen tricks, hacks or gadgets with us during this Zoom program. There is a staggering percentage of Americans who claim to hate home cooking. By now you're probably well aware that cooking your own meal is a healthier choice than eating out. But it's not always easy, or enjoyable, to sauté spinach night after night. We've rounded up several time-saving kitchen tricks, hacks and gadgets to make it easier and far more fun to don your apron.

**Free Zoom Program Held Tuesday, Feb. 9th - 2:00 p.m. - 3:00 p.m.**

## **valentine's day**

FLOWERS  
HEARTS  
KISS  
LOVE  
VALENTINE

ARROW  
CANDY  
CARD  
CHOCOLATE  
CUPID



### **WORD SEARCH**

|   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|
| C | H | O | C | O | L | A | T | E | G | U |
| E | S | Y | V | Y | P | M | B | I | I | U |
| M | N | R | D | W | G | D | U | C | G | D |
| D | Q | I | E | N | G | W | O | C | E | B |
| F | O | I | T | W | A | L | O | V | E | B |
| W | I | M | P | N | O | C | E | W | D | H |
| C | G | T | R | L | E | L | U | M | I | P |
| H | E | A | R | T | S | L | F | O | P | E |
| X | K | I | S | S | F | N | A | P | U | G |
| E | M | W | O | R | R | A | S | V | C | C |
| D | R | A | C | M | E | Q | U | I | V | W |

## January & February Informative Programs

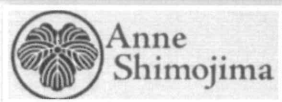
### The Beatles: Their History in One Hour - Presented By: Gary Wenstrup



As a musical entity, The Beatles have not existed for 50 years, yet their story, their personalities and most importantly their music continues to fascinate and resonate. Thanks to a treasure chest of memorable songs and an uncanny ability to chart fresh musical direction with each new album, The Beatles remain one of the world's most popular and iconic bands. With performance and interview clips we'll trace the arc of The Beatles' career from their development in Liverpool, through Beatlemania, into their psychedelic phase and finally their dissolution. Gary Wenstrup is a music historian and college level teacher and lecturer, whose expertise encompasses an array of 1960's music. He developed courses on the Beatles, Simon & Garfunkel and Motown Records for the Continuing Education Departments of various colleges.

**Free Zoom Program - January 12th - 1:00 p.m. - 2:00 p.m.**

### Laughs Around the World - Presented by: Anne Shimojima



Anne Shimojima, a professional storyteller for over thirty-five years, has performed literary stories and folk and fairy tales from her Asian heritage and around the world. Anne was a New Voice Teller at the National Storytelling Festival in 2017 and has twice been Teller-in-Residence at the International Storytelling Center. In 2019 the Japanese government invited her to tell the story of her family in World War II in three Tokyo high schools. Her CD *Sakura Tales: Folk Tales from Japan* introduces her favorite Japanese folk tales for today's audiences. Folk tales from the world's oral traditions have carried the wisdom and humor of the human experience through the ages. Join Anne Shimojima as she tells stories that are guaranteed to make you chuckle. Classic tales from Japan, China, Europe, and the United States remind us that humor will always help in any situation or at least make the journey a lot more fun.

**Free Zoom Program - January 26th - 2:00 p.m. - 3:00 p.m.**

## NOTORIOUS RBG

### The Life and Times of Ruth Bader Ginsburg - Virtual Exhibition Tour

**Hosted By: Illinois Holocaust Museum**

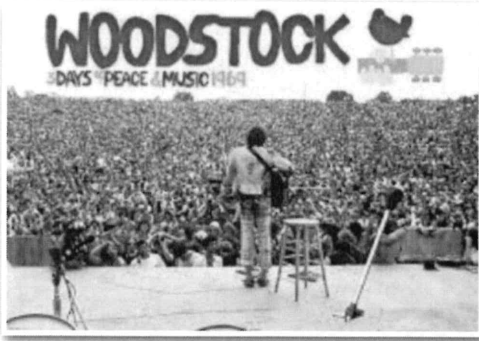


This Virtual *Notorious RBG* is a video presentation of the Illinois Holocaust Museum's Curator, Arielle Weininger, discussing the history of RBG and the Museum's own exhibition. This program will include video, complete with embedded audio, and photographs of artifacts as seen in the exhibition. After the video there will be a live Q&A session with a docent. The visual group tour will be approximately 65 minutes: 5 minutes Museum welcome, 45 minutes of content and 15 minutes Q&A with a docent.

**Free Zoom Program - February 4th - 10:30 a.m. - 11:35 a.m.**

## Peace, Love & 1969: Remembering the Woodstock Music Festival

### Presented by: Jim Gibbons



It was a time of peace, free love, music and togetherness. A time where the wild child, flower child, and the dreamers of the 1960's could come together to dance, sing, and express themselves during three days of ongoing live music and famous artists.

Historian Jim Gibbons will discuss Woodstock and its place in The 1960's. Gibbons will explain the festival's role in the counterculture movement, its place in history and why it is recognized as one of the most profound moments that changed Rock and Roll. He will discuss the musical artists and bands featured at the Woodstock Festival, including the Grateful Dead, Jimi Hendrix, Janis Joplin, Pink Floyd, Santana, The Who, Jefferson Airplane and many more.

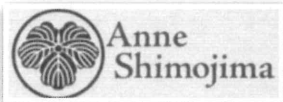
**Free Zoom Program - February 12th - 1:00 p.m. - 2:30 p.m.**

## Hidden Memory: An American Story - Presented by: Anne Shimojima



Anne Shimojima, a professional storyteller for over 35 years, has performed literary stories and folk and fairy tales from her Asian heritage all across the US. She has twice been Teller-in-Residence at the International Storytelling Center, among many other accolades.

World War II was a very different experience for Japanese Americans. Racial prejudice, wartime hysteria, and a failure of political leadership resulted in over 120,000 imprisoned for the crime of looking like the enemy. Anne will share the inspiring story of her family's journey from Japan and through the incarceration camps. Anne illustrates her talk with photos from her family and the National Archives, showing a difficult journey that ended in triumph and strength.



**Free Zoom Program - February 16th - 2:00 p.m. - 3:30 p.m.**

## The History of the Chicago Stockyards - Presented by: Richard C. Lindberg

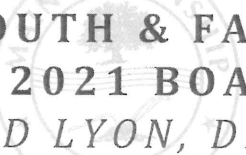


Richard Lindberg is a lifelong Chicagoan, an author, journalist, and research historian who has written and published seventeen books dealing with aspects of city history, politics, criminal justice, sports, and ethnicity. Richard has been researching and uncovering forgotten Chicago history for over 30 years.

Today he will present a slide presentation and lecture about the history of the stockyards and its notable personalities, spanning its entire 106 year history. Presentation also covers Upton Sinclair's *The Jungle* and its impact on bringing much needed reform to the yards, improvements to sanitary conditions, and the tale of "Bubbly Creek," the polluted waterway that has never fully recovered from the environmental damage of a hundred years ago.

**Free Zoom Program - February 25th - 10:30 a.m. - 11:30 a.m.**





# MAINESTAY YOUTH & FAMILY SERVICES

## FEBRUARY 2021 BOARD REPORT

*RICHARD LYON, DIRECTOR*

### NEW ELECTRONIC MEDICAL RECORDS SYSTEM

In November 2020, we transitioned away from our paper-based counseling files system to a more efficient, modern, and streamlined HIPAA-compliant electronic medical records platform. After extensive research of multiple platforms and receiving positive personal recommendations from several trusted sources, TherapyNotes emerged as the clear winner. It has enabled us to combine several separate outdated systems we were previously using for intakes, scheduling, billing, documentation, reporting, and statistics into one. It also offers the option for clients to receive automated appointment reminders, which clients have requested for years but, until now, we have been unable to provide. This new system has made it possible for us to spend less time on administrative tasks and more time directly serving clients. Of the 18 platforms I explored, TherapyNotes ended up having the best pricing as well. They offered us their non-profit pricing and I was able to negotiate an additional \$20 discount each month. Our final reduced rate is \$20/clinician/month (\$120/month) plus \$0.14 for each text reminder. We concluded our 2-month free trial period last month. Invoices are issued monthly, and there is no contract to sign or long-term commitment. We have invested over 7 hours in hands-on demonstration and training of the platform in order to learn how to implement all the functionality effectively. This platform has been working extremely well and has resulted in a more efficient provision of clinical services.

### TELEHEALTH COUNSELING SERVICES

MaineStay experienced a record demand for mental health services in 2020 with an increase in requests for counseling up 29%. MaineStay is honored to assist Maine Township residents who are struggling during this challenging time and is committed to doing everything we can to help our community successfully navigate this period of crisis. Our clinical operations via telehealth are continuing in much the same manner as they would in person. All forms that clients would normally fill out or sign in the office (e.g. consent for treatment, release of information, symptom checklist, fee reduction request, treatment plan, surveys) have been digitized so they can be completed and e-signed online, and we continue to make incremental improvements to this new digital document workflow.

### CREDIT CARD PAYMENTS

We began accepting credit card payments from clients on October 28, 2020 and so far have collected \$3,512 in client fees. Our chosen payment processor, LexisNexis, offered us a completely free solution to accept credit/debit card payments for MaineStay therapy appointments or group programs. There was no charge for set up, no monthly or annual fees, and no additional fees for accepting payments online directly from clients or by phone. The transaction cost of 2.13% of each charge (no additional per transaction fee) is passed directly onto clients. Revenue generated by this payment method is automatically deposited into the Maine Township bank account on a weekly basis, and we receive a detailed record of all transactions to update our internal client payment records. This new payment option has provided clients with a more convenient way to pay for services and reduced internal payment processing time previously spent on sorting, counting, and depositing only cash and check payments. I am currently working with LexisNexis on the final steps of the setup process for the Clerk's department, which will allow them to accept credit card payments for their services as well. LexisNexis graciously agreed to waive the fee for us that they normally charge for a POS device used to accept payments in the office. We have a LexisNexis training session scheduled with the Clerk's department on February 17.

## FEATURED STORY OF THE MONTH

I received the following email from a participant in our Anger Management group, which concluded in December:



Fri 12/18/2020 6:25 PM

### Anger Management Feedback

To: Richard Lyon

Hello Richard,

I wanted to take the time and thank you for the time and effort you put forth in the past two months facilitating the Anger Management course I took part in.

As a professional trainer that lead many Training and Developments courses to thousands of trainees, I can truly say that I was most impressed with the level of the material, your engagement, and your insight throughout the course.

It is refreshing to be in the presence of a true professional that is able to keep this difficult topic both interesting and inviting.

I learned a lot and more importantly, I feel that you gave me new tools to handle old problems.

Thank you again for your time, please stay safe and enjoy the upcoming holidays.

## COUNSELING

MaineStay had 7 new counseling intakes in January. We had 118 ongoing cases and now have a total of 125 cases in our affordable strength-based counseling program. We currently have a waiting list of 27 clients. We averaged 18 new client intakes per month in 2020. Our typical average is 14 new client intakes per month. This represents a 29% increase in requests for counseling and our highest number of intakes in any year of our 46-year history.

## PSYCHIATRIC SERVICES

MaineStay, in partnership with The Josselyn Center, continues to provide psychiatric services to residents via telehealth. We are currently working with a total of 84 psychiatric clients.

## FAMILY THERAPIST RESIGNATION

Kristen Herdegen, our bilingual Spanish-speaking Family Therapist, resigned and her last day with us was February 3. She will be greatly missed by her fellow colleagues and clients alike. We wish her well on her next endeavor.

## INTERNSHIP INTERVIEWS

After a thorough screening and interview process, we have selected two master's level graduate students who will begin their tenure as unpaid intern therapists with us in August 2021 after our current intern therapists have graduated. Thanks to the excellent reputation MaineStay has developed with local graduate schools, we continue to attract high-caliber students who provide excellent service to our residents.

## MAINESTAY E-NEWSLETTER

As a way to share news about MaineStay services with our community in a cost-effective manner, we have sent out a periodic email newsletter for the past 11 years. We now have 5,000 subscribers.

## COMMUNITY INVOLVEMENT

During January, Naomi Bowman and I met with The Josselyn Center via Zoom for our monthly meeting regarding our psychiatric services partnership. I also met virtually with representatives from Big Brothers Big Sisters and Chicago Behavioral Hospital regarding our ongoing partnership programs.

# MaineStay FY 2020-2021 Statistical Report

|                             | MAR | APR | MAY  | JUN  | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | YTD  |
|-----------------------------|-----|-----|------|------|-----|-----|-----|-----|-----|-----|-----|-----|------|
| <b>CONTACT HOURS</b>        |     |     |      |      |     |     |     |     |     |     |     |     |      |
| Therapy                     | 129 | 209 | 213  | 238  | 186 | 160 | 216 | 239 | 201 | 203 | 242 |     | 2236 |
| Psychiatric                 | 35  | 29  | 26   | 37   | 23  | 26  | 27  | 31  | 30  | 21  | 20  |     | 303  |
| Clinical Groups             | 4   | 38  | 41   | 8    | 24  |     |     | 2   | 19  | 14  |     |     | 149  |
| Youth/Community Programs    | 327 | 86  | 912  | 748  | 153 | 484 | 394 | 473 | 128 | 69  | 24  |     | 3796 |
| <b>Grand Total</b>          | 494 | 361 | 1191 | 1031 | 386 | 670 | 637 | 744 | 378 | 306 | 286 |     | 6483 |
|                             |     |     |      |      |     |     |     |     |     |     |     |     |      |
| <b>THERAPY</b>              |     |     |      |      |     |     |     |     |     |     |     |     |      |
| New Cases                   | 22  | 20  | 9    | 15   | 12  | 19  | 28  | 23  | 14  | 6   | 7   |     | 175  |
| Ongoing Cases               | 116 | 125 | 127  | 113  | 111 | 100 | 99  | 112 | 122 | 128 | 118 |     | 1271 |
| <b>Total Cases</b>          | 138 | 145 | 136  | 128  | 123 | 119 | 127 | 135 | 136 | 134 | 125 |     | 1446 |
|                             |     |     |      |      |     |     |     |     |     |     |     |     |      |
| <b>PSYCHIATRIC SERVICES</b> |     |     |      |      |     |     |     |     |     |     |     |     |      |
| New Clients                 | 10  | 4   | 6    | 7    | 9   | 6   | 7   | 9   | 2   | 1   | 2   |     | 63   |
| Ongoing Clients             | 49  | 53  | 53   | 57   | 65  | 73  | 75  | 85  | 86  | 86  | 82  |     | 764  |
| <b>Total Clients</b>        | 59  | 57  | 59   | 64   | 74  | 79  | 82  | 94  | 88  | 87  | 84  |     | 827  |
|                             |     |     |      |      |     |     |     |     |     |     |     |     |      |
| <b>COMMUNITY EDUCATION</b>  |     |     |      |      |     |     |     |     |     |     |     |     |      |
| Professional Workshops      |     |     |      |      |     |     |     |     |     |     |     |     |      |
| General Seminars            | 1   |     | 1    | 1    |     | 1   | 1   | 1   | 1   |     |     |     | 7    |
| Attendees                   | 104 |     | 558  | 451  |     | 266 | 178 | 183 | 15  |     |     |     | 1755 |
|                             |     |     |      |      |     |     |     |     |     |     |     |     |      |
| <b>MAINETRAC</b>            |     |     |      |      |     |     |     |     |     |     |     |     |      |
| Referrals                   | 0   |     |      |      |     |     |     |     |     |     |     |     |      |
| Ongoing Cases               | 0   |     |      |      |     |     |     |     |     |     |     |     |      |
| Completed Cases             | 0   |     |      |      |     |     |     |     |     |     |     |     |      |
| Community Service Hours     | 0   |     |      |      |     |     |     |     |     |     |     |     |      |
|                             |     |     |      |      |     |     |     |     |     |     |     |     |      |
| <b>PEER JURY</b>            |     |     |      |      |     |     |     |     |     |     |     |     |      |
| New Cases                   | 3   | 0   |      |      |     |     |     | 4   |     |     |     |     | 7    |
| High School Jurors          | 6   | 6   |      |      |     |     |     | 5   |     |     |     |     | 17   |
| Ongoing Cases               | 7   | 7   | 7    | 7    | 7   |     | 4   | 2   |     |     |     |     | 41   |
| Completed Cases             | 2   | 0   |      |      |     |     |     | 2   |     |     |     |     | 4    |
| Community Service Hours     | 140 | 140 |      |      | 70  |     | 30  | 20  |     |     | 4   |     | 404  |



# MaineStay FY 2020-2021 Statistical Report

|                               | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | YTD |
|-------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>MENTORING</b>              |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Youth Participants            | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 9   |     | 139 |
| Adult Mentors                 | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 13  | 9   |     | 139 |
|                               |     |     |     |     |     |     |     |     |     |     |     |     |     |
| <b>FUTURE LEADERS</b>         |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Youth Participants            | 26  | 6   | 8   |     |     |     |     |     |     |     |     |     | 40  |
| High School Mentors           | 13  | 7   | 7   |     |     |     |     |     |     |     |     |     | 27  |
|                               |     |     |     |     |     |     |     |     |     |     |     |     |     |
| <b>ART IN THE TOWN</b>        |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Youth Participants            | 19  | 5   | 5   | 21  | 21  | 21  |     | 39  | 39  | 39  |     |     | 209 |
|                               |     |     |     |     |     |     |     |     |     |     |     |     |     |
| <b>SUMMER CAMP</b>            |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Youth Participants            |     |     |     |     |     |     |     |     |     |     |     |     |     |
|                               |     |     |     |     |     |     |     |     |     |     |     |     |     |
| <b>STUDENT GOVERNMENT DAY</b> |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Youth Participants            |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Agency Representatives        |     |     |     |     |     |     |     |     |     |     |     |     |     |
|                               |     |     |     |     |     |     |     |     |     |     |     |     |     |
| <b>FISH*</b>                  |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Incoming Calls                | 130 | 10  | 15  | 20  | 20  | 23  | 19  | 37  | 23  | 13  | 16  |     | 326 |
| Total Calls                   | 430 | 15  | 25  | 30  | 25  | 29  | 40  | 55  | 48  | 25  | 34  |     | 756 |
| Riders Served                 | 20  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1   | 2   | 3   |     | 26  |
| Rides (one way)               | 64  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 2   | 6   | 6   |     | 78  |
| Volunteers                    | 19  | 19  | 19  | 13  | 8   | 8   | 8   | 8   | 8   | 8   | 5   |     | 123 |

\*FISH services were on hold since mid-March due to COVID-19 pandemic and returned in a limited capacity on October 26.

## **General Assistance Monthly Report**

**January 2021**

**Austin Kelso**

### **General Assistance:**

We opened 1 client and closed 1 client in the month of January. Our total number of General Assistance clients is at 28.

### **Advocacy/QMB, Snap, and Medicaid:**

In January, we helped residents with the various forms of Public Aid 12 times. We have been receiving a lot of phone calls from residents seeking any help they can get and have referred them to community resources on 181 occasions during the month.

### **Benefit Access:**

We have been able to help residents with Benefit Access in person again. All of the extensions have ended due to the pandemic however, we are not sure if there will be another extension granted during this stay-at-home advisory. That being said, we helped with Benefit Access 14 times during the month.

### **CEDA/LIHEAP:**

Due to COVID-19 and the financial struggles it has caused for our residents and beyond, CEDA has opened the PY2021 season early. We began our new season of LIHEAP as of July 27<sup>th</sup>. Since then, we have gotten over 750 applications approved and continue to work on appeals for those who have been denied. We helped clients on 230 occasions in January. Our General Assistance staff has done an amazing job dealing with the constant changes to these programs that have been caused by switching to remote only.

### **Senior Information and Assistance:**

Our Senior and Disability Advocates have been doing a great job keeping up with all updates for senior programs during these uncertain times. During the month of January, our advocates helped 10 residents conducting SHIP interviews and answering Medicare and Medicare Part D questions. We have sold 133 MaineLines vouchers through January.

**STATISTICAL REPORT**  
**GENERAL ASSISTANCE DEPARTMENT**  
**January 2021**

|             |                                                                                                                                                      |              |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| <b>I.</b>   | <b><u>GENERAL ASSISTANCE CASES</u></b>                                                                                                               |              |
| 1.          | CASES OPENED                                                                                                                                         | <u>1</u>     |
| 2.          | CASES ONGOING                                                                                                                                        | <u>28</u>    |
| 3.          | CASES PENDING                                                                                                                                        | <u>0</u>     |
| 4.          | CASES CLOSED                                                                                                                                         | <u>1</u>     |
| 5.          | TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE                                                                                                       | <u>28</u>    |
| <br>        |                                                                                                                                                      |              |
| <b>II.</b>  | <b><u>ADVOCACY:</u></b>                                                                                                                              |              |
| 1.          | QMB – QUALIFIED MEDICAL BENEFICIARY PROGRAM                                                                                                          | <u>0</u>     |
| 2.          | GENERAL PUBLIC AID ADVOCACY (TO INCLUDE SNAP, CASH ASSISTANCE AND MEDICAID)                                                                          | <u>12</u>    |
| 3.          | COMMUNITY RESOURCE ADVOCACY REFERRALS                                                                                                                | <u>181</u>   |
| <br>        |                                                                                                                                                      |              |
| <b>III.</b> | <b><u>SUBURBAN PRIMARY ACCESS TO CARE INTAKE:</u></b>                                                                                                |              |
| 1.          | MONTHLY INTERVIEWS/APPLICATIONS FILED                                                                                                                | <u>0</u>     |
| <br>        |                                                                                                                                                      |              |
| <b>IV.</b>  | <b><u>SENIOR INFORMATION AND ASSISTANCE:</u></b>                                                                                                     |              |
| 1.          | SHIP, MEDICARE, AND MEDICARE D INTERVIEWS                                                                                                            | <u>10</u>    |
| 2.          | BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS                                                                                                        | <u>14</u>    |
| 3.          | FREE TELEPHONE /BILL REDUCTION APPLICATION INTERVIEWS                                                                                                | <u>0</u>     |
| 4.          | VETERANS ADMIN. ASSIST REFERRAL                                                                                                                      | <u>0</u>     |
| 5.          | SECTION 8 HOUSING                                                                                                                                    | <u>0</u>     |
| <br>        |                                                                                                                                                      |              |
| <b>V.</b>   | <b><u>CEDA PROGRAMS/ LIHEAP – ENERGY ASSISTANCE</u></b>                                                                                              | <u>230</u>   |
|             | <b><u>APPLICATION INTERVIEWS</u></b> (which includes Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, and Weatherization). |              |
| <br>        |                                                                                                                                                      |              |
| <b>VI.</b>  | <b><u>MAINELINES (MAINE TOWNSHIP TAXI CAB VOUCHER PROGRAM)</u></b>                                                                                   |              |
| 1.          | NEW APPLICATIONS ACCEPTED                                                                                                                            | <u>0</u>     |
| 2.          | MONTHLY INTERVIEWS                                                                                                                                   | <u>0</u>     |
| 3.          | MAINELINES TICKETS SOLD THIS MONTH                                                                                                                   | <u>10</u>    |
| 4.          | TOTAL MONEY COLLECTED FOR TICKETS SOLD (YEAR TO DATE) (MARCH 1 <sup>ST</sup> -FEBRUARY 28 <sup>TH</sup> )                                            | <u>\$133</u> |

**MAINE TOWNSHIP EMERGENCY FOOD PANTRY  
MONTHLY STATISTICAL REPORT**

**To: Laura Morask  
Maine Township Supervisor**

**From: Carol Langan  
Director – Food Pantry**

**Re: Report of Services Rendered during the Month of January 2021**

**I. Maine Township Emergency Food Pantry Distribution**

- a. Family Boxes of Food Distributed 100**
  - 1. Adults Receiving**
  - 2. Children Receiving**
- b. Emergency Family Boxes of Food Distributed**
  - 1. Adults Receiving**
  - 2. Children Receiving**

**II. Cash Donations and Amounts Received**

|                           |                   |
|---------------------------|-------------------|
| <b>Resident Donations</b> | <b>\$545.00</b>   |
| <b>Business Donations</b> | <b>\$1,216.00</b> |

|              |                   |
|--------------|-------------------|
| <b>Total</b> | <b>\$1,761.00</b> |
|--------------|-------------------|

**III. Food Collections Received during Calendar Month**

**IV Special Notations or Contact**

**Maine Township Code  
Enforcement Office**

**To:** Elected Officials  
**From:** Nader Ghazaleh, Code Enforcement Officer  
**CC:** Dayna Berman, Administrator  
**Date:** February 18, 2021  
**Re:** Monthly Report

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As most of you know I was out with a long illness, I am feeling better and glad to be back at work. I'm working on returning phone call complaints, so as to come up with solutions for the resident's concerns. I've reached out to Cook Country Building and Zoning regarding two property's which are violating building maintenance codes, hopefully with their assistance will come into a fair solution for the residents. Will be busy working to get Township roads cleared for snowplows. I will resume ticketing and towing for signage areas, and removing abandoned vehicles, which will be a eye sore for the community. Hopefully soon I will be back on track.



## **Board Report for January /February 2021**

**Marty Cook**

### **Friday Night Recovery Meeting Attendance:**

|                              |                 |
|------------------------------|-----------------|
| Jan. 22 <sup>st</sup> , 2020 | 30 Participants |
| Jan 29 <sup>th</sup> , 2020  | 40 Participants |
| Feb 5 <sup>th</sup> , 2020   | 43 Participants |
| Feb 12 <sup>th</sup> , 2020  | 39 Participants |
|                              |                 |

**Wiesia Tytko**

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**From:** Todd Wessell <ToddWessell@journal-topics.info>  
**Sent:** Thursday, January 21, 2021 12:41 PM  
**To:** wtytko@mainetown.com  
**Subject:** FOI

*Received*  
*1/21/2021*  
*Response by*  
*Th. 1/28/2021*

Wtytko,

Consider this a Freedom of Information request to obtain a video copy or link to the Maine Township Electoral meeting of Jan. 21 at 7 p.m.

I would appreciate if you could send me that information as soon as you can. The purpose of my request is for news coverage..

Sincerely,

Todd Wessell

FOIA

**Wiesia Tytko**

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**From:** Daniel Hernandez <DanielHernandez@pdc14.com>  
**Sent:** Thursday, February 4, 2021 11:29 AM  
**To:** wtytko@mainetown.com  
**Subject:** FOIA REQUEST

Records Requested: A list of locations by street address of all properties Cook County granted Class 6, 6(A), 6(B), 7(A), 7(B), 8 and 9 tax incentives located in Maine and unincorporated areas of Maine under the Cook County Tax Incentive Ordinance from September 1, 2018 to date

Received  
2/4/2021

Response by:  
Th. 2/11/2021



**Wiesia Tytko**

**From:** Zoe Yalcin <zyalcin@smartprocure.com>  
**Sent:** Sunday, February 14, 2021 5:33 PM  
**To:** wtytko@mainetown.com  
**Subject:** SmartProcure FOIA Request to Maine Township For PO/Vendor

*Received*  
*2/15/2021*  
*Responsibility:*  
*Information*  
*Tue. 2/23/21*

Dear Wiesia Tytko,

SmartProcure is submitting a commercial FOIA request to the Maine Township for any and all purchasing records from 10/27/2020 (mm/dd/yyyy) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

- 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
- 2. Purchase date
- 3. Line item details (Detailed description of the purchase)
- 4. Line item quantity
- 5. Line item price
- 6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email or click on the button below to upload the information. There is no file size limitation:

[Click Here To Upload](#)

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Zoe Yalcin  
Data Acquisition Specialist



Direct: 9544209900  
Email: zyalcin@govspend.com

Wiesia Tytko

FOIA

Received 2/18/2021

**From:** Brandon.Gallagher=proplogix.com@mg.proplogix.com on behalf of Brandon Gallagher  
<Brandon.Gallagher@proplogix.com>  
**Sent:** Thursday, February 18, 2021 8:16 AM  
**To:** wtytko@mainetown.com  
**Subject:** Lien Search Request // 9367 S Burnside Ave

Responded by:  
Thur. 2/25/2021

Hello,

Our firm has been requested to research the referenced property to search for any building permits, code violations, or vacant property registration issues that may exist in any city, town, village, or port authority.

We kindly request that you advise us of any open or expired permits that may exist, as well as all open/unresolved code violations and any vacant property registrations found on record for the following property:

**Property Address:**

9367 S Burnside Ave  
Chicago, Illinois 60619

**Parcel ID #:**

25-03-425-029-0000

**Owner:**

Marcellus Brown

**Code Enforcement Violations:**

Open \_\_\_\_\_ None \_\_\_\_\_

Fee Amounts Due \_\_\_\_\_ Lien Amounts Due \_\_\_\_\_

**Building Permit History:**

Open \_\_\_\_\_ Expired \_\_\_\_\_ None \_\_\_\_\_

**Building Code Violations:**

Open \_\_\_\_\_ None \_\_\_\_\_

Fee Amounts Due \_\_\_\_\_ Lien Amounts Due \_\_\_\_\_

**Vacant Property Registration:**

Registered \_\_\_\_\_ Needs to be Registered \_\_\_\_\_ Fee Amounts Due \_\_\_\_\_

No Issues/Fees Due at this time \_\_\_\_\_ No Registration Process \_\_\_\_\_

**Public Works Information:**

Please confirm that the property is serviced for:

Water \_\_\_\_\_ Sewer \_\_\_\_\_ Solid Waste \_\_\_\_\_ Other \_\_\_\_\_

Joint/Group Account (No Individual Billing) \_\_\_\_\_ Well/Septic \_\_\_\_\_ No Active Account \_\_\_\_\_

Please advise us of any and all unpaid service charges, special assessments, and/or municipal liens levied by any public works entity servicing the referenced property.

(Services including but not limited to: water/sewer/solid waste/electric/recycling/reclaimed water/backflow/stormwater/streetlighting/irrigation/fireline)

Past Due Amount \$ \_\_\_\_\_ Current Amount Due \$ \_\_\_\_\_ Lien Amount \$ \_\_\_\_\_ Total Amount Due \$ \_\_\_\_\_  
Book/Page \_\_\_\_\_ / \_\_\_\_\_

**Special Assessments:**

Please attach any current or outstanding balances, assessments, or liens that are currently levied against the subject property.

Your assistance is greatly appreciated!

Thank you,

Brandon Gallagher / *Property Analyst*  
5901 Honore Ave., Ste. 200, Sarasota, FL 34243  
Email: Brandon.Gallagher@proplogix.com  
Main: 941.444.7142  
p: 941-315-5937 / f: 941.214.1132